

Finding Potential

What's The Right Career For Me?



School Leaver & Graduate Version



© greatwithtalent Ltd 2013
great{with}talent is a trademark of greatwithtalent Ltd which is registered in the
United Kingdom and other countries.

www.greatwithtalent.com ▫ info@greatwithtalent.com ▫ +44 (0) 870 760 6598

What's the right career for me?

Work is going to take up a large part of your adult life, you may spend as much as 80,000 hours at work during your lifetime. In deciding what type of job/career you want, therefore, it is important that you think about what will make you happy as well as what you can do.

This workbook will help you think about what you want from a job and what your strengths are, as well as how you can find out more about different jobs. This workbook should be used once you have read through your Personal Premium Report and, ideally, have completed the "Making the Most of Your Personality Profile" guide, which is also available at findingpotential.com.

What do I want from my job/career?

Here and Now

- What makes a great day at school/college/university for you? List 3 things.
- What do you like doing outside of school/college/university? How could you make a living from these activities?

The Future

Imagine it is 5 years from now, describe the following:

- What are you doing, outside and inside work?
- What does a perfect day look like?
- How much are you earning?
- How realistic is all of this?

1. What 3 things do you want to do to make your job most enjoyable?

2. What 3 things don't you want to be doing to make it more enjoyable?

What are my strengths?

- What are your key skills, e.g. getting on with other people, working with numbers, computer skills, languages, etc?
- What are your specialist knowledge areas, both inside and outside of school/education?
- What achievements are you most proud of? What personal strengths helped you achieve these?
- What personality preferences/characteristics did you identify in the "Making the Most of Your Personality Profile" guide as being particular strengths?

Overall, I see my top 3 strengths as being:

1 -----
2 -----
3 -----

Will a job fit well with my personality characteristics?

Once you have looked at some possible jobs, think about how your personality characteristics/preferences might make different jobs more or less enjoyable and possibly help you be more successful.

1. What are the main responsibilities of the job?

- Which of these responsibilities are likely to fit well with your personality preferences/traits?
e.g. Someone with a strong preference towards *Gregarious* and *Engaging* is likely to be a good fit for a job with lots of contact with customers
- What responsibilities are likely to frustrate you, i.e. unlikely to fit your preferences?
e.g. Someone with a strong preference for *Variety Seeking* and *Independent* is likely to be frustrated by a job involving lots of routine work checking detailed information or an environment such as a call centre.

Possible Fit:

Potential Frustrations:

2. What will it be like working for the organisation?

Tip: Think about things like:

- What reputation does the organisation have as a place to work? (Tip: Can you talk to someone who works there?)
- What type of people work for the organisation, e.g. how many other young people work there?
- How much training will you get?
- What other opportunities will you get within the organisation?
- If, you've had a chance to visit their offices, what did it look and feel like when you walked around it (e.g. bright and noisy or quieter and more conservative)?

What kind of organisation do I want to work in?

3. What do you know about the culture of the organisation?
(i.e. how they operate and do things?)

Tip: Think about issues such as

- What pace does the organisation work at and what sort of pace will allow you to be at your best? For example, is it young and fast paced or feel an older, more considered environment.
- How are organisational decisions made? For example, central corporate decisions vs. local independence.
- How clear are career paths and opportunities within the organization?
- What did the office look and feel like when you walked around it (e.g. bright and noisy or quieter and more conservative)? What clues might this give you about the culture of the organization?

What type of organisational culture am I most likely to enjoy and thrive in?

Next Steps

Now that you've spent some reflecting on what you want from your career, there are a number of options available to you to finding the right career/job for you.

Careers Advice

The Careers Advice Service

Offers practical advice to help you make the right career choices whether you want to learn new skills, change career or return to work.

» <http://careersadvice.direct.gov.uk/>

Connexions Jobs4U

Provides a range of services, including some information on career options and specific jobs. There is a free adviser service on 080 800 13219.

» <http://www.connexions-direct.com/>

It's Your Choice

Provides Year 10 and 11 students with advice, information and tools to help make career and further education choices.

» <http://www.connexions-direct.com/itsyourchoice/>

Popular Books

"What Color Is Your Parachute?" 2009, Richard Nelson Bolles

- The best-selling job-hunting book in the world, this book is a practical Manual for Job-Hunters and Career-Changers.

The Adventures of Johnny Bunko: The Last Career Guide You'll Ever Need, Daniel H Pink

- Following the story of fictitious character Johnny Bunko, this book offers smart, counter-intuitive and potentially life-changing advice.

A-Z of Careers and Jobs, Susan Hodgson

- The A-Z of Careers and Jobs is a comprehensive guide to over 300 different jobs including the personal qualities and skills needed for each career, the necessary training and qualifications and contact details for relevant organizations

Searching for a Job or Training

Directgov

Provides help for those searching for a job, training, career information, voluntary work and childcare provision anywhere in the UK.

» <http://www.direct.gov.uk/en/Employment/Jobseekers/LookingForWork/>

JobCentre Plus

Can provide help with job applications along with practical advice on looking for jobs.

» <http://www.jobcentreplus.gov.uk/>

Learning and Skills Council

Provides a range of useful links and information for those looking for work or a career change.

» <http://inourhands.lsc.gov.uk/>