

Career and Life Planning

Career and life planning is a process of discovery which requires strategy and organization. You are most likely to achieve a sense of purpose for your life and career once you have a plan for exploring and assessing yourself and possible careers and majors and a plan for further exploring and implementing your career goals through the experiential learning opportunities provided by:

Campus Clubs and Organizations
Study Abroad Programs

Volunteer Work and Service Learning
Internships and Alumni Mentor

Summer and Part-time Jobs

The Career Center Website

Our website includes a wide variety of career planning and job search tools. Consider it your personal career center, open twenty-four hours a day. We hope you find many of the answers to your questions at our website, but please use our office in Old Main 013 and rely on the support of the career center staff to help you as well. We assist with selecting and using self-assessment tools, conducting career research, developing networking skills, designing a resume, developing interview skills and much more. Visit our website at www.canisius.edu/careercenter/

Exploring and Assessing Yourself

- **Assessing Your Personality: Internet Self Assessment Sites**

Assessing yourself, your values, interests, skills and temperament is something which enhances our understanding of who we are. There are many tests for evaluating one's personality and temperament. Just for fun, take a look at:

- The Keirsey Temperaments Sorter <http://www.keirsey.com/>

Some might call this a "just for fun" test—which is true. It can be fun, but it's also illuminating. This is primarily a personality test. It may help you to see yourself holistically as a many faceted person. The site explains that: "The Keirsey Character Sorter is designed to identify different kinds of personality. It is similar to other devices derived from Carl Jung's theory of "psychological types," The questionnaire identifies four temperament types: Guardian ["SJ"], Artisan ["SP"], Idealist ["NF"], and Rational ["NT"], each of the four types having four variants . . . ". Visit the site, take the test, and learn more about the variants.

- **Vocational Self Assessment Tools: Career Counseling in the Career Center & Career Resources On the Net**

Once you have had the opportunity to conduct some self-assessment of your personality and temperament, develop an evaluation of what interests you vocationally and translate that self-knowledge into a sense of career direction. Self-assessment tools help us to build a profile of ourselves and connect the profile to those occupations where others who share the same profile generally find success. Come to the Career Center and meet with a career counselor to select and complete a vocational assessment and then discuss and interpret the results. Popular self-assessment tools available through the Career Center include:

- Strong Interest Inventory
- Holland's Self-Directed Search: Three informative, easy to use booklets by a preeminent researcher in the field. For a quick online version of Holland's SDS visit www2.ncsu.edu:8010/unity/lockers/users/I/lk/

- Myers Briggs Type Indicator
- CareerZone: Site based on Holland's Theory. www.nycareerzone.org/graphic/index.jsp

Exploring and Assessing Careers through Research

• Career Exploration Sites: General and Professional

Surfing the Internet isn't just about fun; it's about finding a wide range of information to allow for career exploration and research. Once you have worked on self-assessment and building a profile of yourself relative to particular careers, you'll want to learn more about the careers, which seem to fit your profile. **All of the following links are designed to allow you to learn more about the kinds of careers that are possible and the training and experience necessary to enter these career paths.** Carefully connect what you have learned through self-assessment to further research about the careers which seem to fit your values and personality. The Career Center's goal is to help you discover a major and a career which will ensure more than just financial well being. Our goal is to help you find a career and a create a life which reflects all that you value.

General Career Exploration Links:

University of North Carolina at Wilmington
<http://www.uncwil.edu/stuaff/career/Majors/>

Occupational Outlook Handbook
<http://www.bls.gov/>

Arts/Crafts

Careers in Arts and Crafts
<http://www.art2u.com/news/gardner.html>

Business Career Exploration Links:

Wetfeet
<http://www.wetfeet.com>

Accounting Page
<http://www.accountingpage.com/>

Careers in Business
<http://www.careers-in-business.com/>

Liberal Arts Career Exploration Links:

Animation
<http://www.asifa-hollywood.org/>

Art History Career Alternatives
<http://www.nd.edu:80/~crosenbe/jobs.html>

Art and Theatre
 National Arts Employment Resources
<http://www.artstozoo.org/artslynx/jobs.htm>

Arts and Non-Profit Administration
 Chronicle of Philanthropy
<http://philanthropy.com/>

Art Job
www.artjob.org/

Entertainment/Disney
http://www.wdwcollegeprogram.com/html_home/index-ns.html

Journalism and Writing
 Journalism Job Bank
<http://www.journalism.berkeley.edu/jobs/>

Writers Guild of America
<http://www.wga.org/>

Liberal Arts cont.:

The American Historical Association
<http://www.theaha.org/>

Organization of American Historians
<http://www.oah.org/announce/jobs.html>

Computers & Technology Career Exploration Links:

Association for Computing Machinery
<http://www.acm.org/>

General Education Links:

Teacher Recruitment Days
<http://www.trd.org>

Edjobfair
<http://www.EdJobFair.org/>

WNY School Jobs
<http://www.wnyschooljobs.org/>

Higher Education Links:

Jobs in Higher Ed

<http://www.higheredjobs.com/>

Science/Engineering/Aviation Career**Exploration Links:**

Career Planning Center; Beginning Scientists & Engineers

<http://www4.nas.edu/osep/cpc.nsf>

Flying Careers

<http://www.flyingcareers.com/>

Environmental Affairs Career Exploration**Links:**

Earthworks: Environmental Careers & Jobs

<http://www.sca-inc.org/>

Sociology and Criminology Links:

Reddy's Forensics Homepage

<http://www.forensicpage.com/>

Law Enforcement Careers Website

<http://www.gate.net/~fcfjobs/>

Exploring Careers through Research cont.

- **Additional Career Exploration Sites**

Medicine

Canisius Premed Center

<http://www2.canisius.edu/canhp/departments/PreMed/>

Med School Applications and more

<http://members.tripod.com/~tobico2/Favourite.html>

Law Exploration Links:

Law News Network

www.lawnewsnetwork.com/

New York Law Journal

<http://www.nylj.com/sites/>

International Careers Exploration Links:

Canisius International Business

<http://www2.canisius.edu/intbus/>

Political Science/Diplomacy Links:

Diplomatic Careers

<http://www.state.gov/www/careers/rexamcontents.html>

Capitol Hill Jobs

<http://www.rollcall.com/>

Psychology

American Psychological Association

<http://www.apa.org/ed/>

Workforce Diversity Sites:

HispanicStar

www.hispanicbusiness.com/

Graduate School Exploration Links:

Peterson's

<http://iiswinprd01.petersons.com/GradChannel/>

Global Careers

<http://www2.canisius.edu/intbus/>

Exploring and Assessing Careers through Experience: Campus Clubs and Organizations, Study Abroad Programs, Volunteer Work and Service Learning.

Campus Clubs & Organizations

Campus Programming & Leadership Development

Student Center Lower level

Student life at the College is enriched by the opportunities afforded by an exceptional number of student clubs and organizations which allow members to explore themselves and the world—and the implications of these experiences for developing a career simply cannot be underestimated. For more information visit

www.canisius.edu/studentlife/stulife_stuclubs.asp

Study Abroad Programs

International Student Programs

Frisch Hall Lower Level

The Office of International Student Programs has built extensive opportunities to study and work abroad. Consistent with the College's mission to educate the whole person and learn to be citizens of a global community, students have the chance to discover their personal and career interests through programs ranging from Great Britain and Spain to France and Australia. Study abroad is affordable and enhances one's career opportunities in immeasurable ways.

Anyone who can take on the challenge of study abroad is ready for the challenges of a global economy—and employers look for opportunities to recruit such individuals. For more information visit

http://www.canisius.edu/isp/study_abroad.asp

Office of Service Learning

Old Main 004

The Office of Service Learning offers an extensive array of opportunities including both long and short term commitments. For example, if you are considering a career in education you may want to investigate tutoring experiences, those interested in international and business careers might benefit from participating in Project Mexico. Those interested in careers in Social Sciences may find opportunities to explore their interests by participating in Habitat for Humanity. The Soup Kitchen and Adopt a Grandparent program allow anyone to give back to the community while discovering what it means to participate in the not-for-profit sector or work in gerontology.

The rewards of volunteer work are not just limited to career exploration. They include the discovery of the power of the individual to effect the Jesuit mission—to be men and women for others. For more information please visit

www.canisius.edu/camp_minist/volunteer.asp

Students should also be aware that many faculty members design courses which allow students to learn by serving—that is, to have the opportunity to volunteer as part of the requirements for a course. Just as one might write a research paper in a course, you may discover the opportunity to work with children for an education course, to work with seniors in a gerontology course, to work in a women's shelter for a women's studies course or even to volunteer to complete tax returns in an accounting course. All these activities help you to explore yourself and your career options.

Exploring and Assessing Careers through Experience: Internships and Mentoring, Summer & Part-time Jobs

Internships are most often heavily stressed for students in business majors, but internships are essential for students in every area.

Internship Program

Career Center

Old Main 013

The long-standing success of the Internships program is one which supports students in business, liberal arts, the sciences and education. For more information contact the Director of Internships at ext. 2475.

Job Search: From Summer Jobs to Full Time Positions

One of our newest web services is available at <http://www.collegecentral.com/canisius>. This section of our site allows you to both post your resume and search for a new job opportunity. This service is available to local and national employers who are all pleased to have the chance to link to potential candidates via cyber recruiting. Please be aware that this section of our site is not just for Seniors, as it includes summer, part-time and internship opportunities for

students at all stages of their academic careers. You can also connect with a mentor - alumni and friends of the college - who have agreed to share their experiences and knowledge with current students and other alumni.

For various summer job opportunities at National Parks and in other recreational contexts please visit Cool Works. You may also want to research job opportunities in other cities by developing your awareness of what is happening in these communities through the resources of American City Business Journals. And Newspapers.com will allow you to conduct a search world wide. Please contact the Career Center for assistance in designing your summer job or internships search strategy.

Cool Works

<http://www.coolworks.com/showme/>

American City Business Journals

<http://www.amcity.com/>

Newspapers.com

<http://www.newspapers.com>

Developing Skills and Identifying Opportunities through Annual Special Events:

The Career Center sponsors a number of events intended to help students develop their awareness of the world of work and the professions and the social and business etiquette necessary for success. Each fall we sponsor events including a networking event, Law School Fair, Graduate School Fair, as well as a Canadian Teacher Career Fair and various workshops on Career related events. Each spring we sponsor and cosponsor a number of events intended to assist students with career and job search strategies including Jobsapalozza, Careers Week and the Lunch and Learn Series, Human Services Career Fair, Etiquette Dinner, and Teacher Recruitment Days. Please look for our announcements of these events to determine which are best for your interests and needs.

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