

The Career Development Process

	Self-Assessment	Exploring Options	Building Skills	Job Search Implementation
Goals	Identifying your skills, interests, values, and priorities.	Broadening knowledge of career options – what’s out there?	Selectively deepening knowledge in order to be competitive in the desired careers. Gaining more directly relatable experiences.	Identifying & applying to jobs with effective application materials.
Tools	<ul style="list-style-type: none"> • Skills assessment • Strong interest assessment • Value Card sort • myIDP 	<ul style="list-style-type: none"> • Brainstorming • Print & web resources • Building professional network 	<ul style="list-style-type: none"> • Internships • Job shadows • Targeted info. Interviews • Site visits/treks 	<ul style="list-style-type: none"> • Resume & letter • Interviewing skills • Negotiating compensation • Using network differently
Desired Outcome	Increased self-awareness	Identify job functions and industries that fit VIPS	Narrow career choices to a few target industries and companies, possibly job titles	Landing a job that fits VIPS

Every step requires creating a concrete plan and setting goals.