

Resource 10

Researching and Comparing Career Possibilities

Instructions:

- Using the 'Plan It' worksheet as a guide, do some quick research on 2-3 jobs you are interested in. Complete the 'Job Details' and 'Subjects' sections.

JOB DETAILS: Brief description of the job. **\$:** How much does the job pay? **QUALIFICATIONS:** What qualifications do I need to do this job? **COST:** How much will it cost me to get the qualification and how long will it take? **EXPERIENCE:** What experience do I need to do this job? e.g. I need at least 200 flying hours to become a commercial pilot. **WHO DO I NEED TO SPEAK TO?** List people who actually do the job, or who can suggest someone that can help you e.g. parents, teachers, school careers advisor, friends' parents, parents' friends, family, contacts through a company website. **WHO CAN HELP ME?** List people of companies that can give you practical help or experience in achieving my goals e.g. if I want to work with animals I could volunteer at the SPCA to get some experience. If I want to be a designer, I could identify the type of stores that might sell my product and try to get a part-time job there.

- Some useful websites to quickly find the info you're looking for:
 - www.careers.govt.nz (Job profiles, Study and training sections)
 - www.studylink.govt.nz (Starting study section)
 - www.futureforce.nz (Sectors section)
 - University/polytech websites
 - www.govt.nz/browse/education/training-and-apprenticeships/apprenticeships/ (Apprenticeships)
 - If you can't find what you're looking for, make sure you include nz (or the country you are planning on working/studying in) in your google search

Planning Tips:

- Start with your end game and work your way backwards to figure out what you need to do to get there.
e.g. if you need a university degree, what subjects should you take in Year 13 to make sure you meet course entry requirements? That will tell you what subjects you should be thinking about for Year 12
- Dr Google can only tell you so much, the best research you can do is by talking to people working in the industry.
If you already know someone working in an area of interest – write their name down in the Research section.



The 'PLAN IT Worksheet' is a structured form for career planning. It is divided into several main sections:

- JOB DETAILS:** A 3x3 grid where each cell contains a 'JOB DETAILS' form. Each form has fields for: JOB TITLE, DETAILS, \$, QUALIFICATIONS, COST, and EXPERIENCE.
- SUBJECTS:** A 3x3 grid where each cell contains a 'SUBJECTS' form. Each form has fields for: YEAR 13, YEAR 12, YEAR 11, and YEAR 10.
- RESEARCH:** Two columns of forms. The first column is 'WHO DO I NEED TO SPEAK TO?' and the second is 'WHO CAN HELP ME?'. Each has fields for: NAME, CONTACT, and PHONE.
- USEFUL WEBSITES:** A list of websites with icons and names: www.mynztime.org, www.careers.govt.nz, www.studylink.govt.nz, and www.futureforce.nz.

At the bottom, there is a small 'JOB DETAILS' section with a legend for the symbols used in the grid.