

CAREER PLAN

The following is a guide for those Senior Project Planning students who are using the Career Exploration Rubric.

A career plan should record the interviews with people in various positions within this career.

In addition, thoroughly address each of the following:

Title of Career

Nature of the work: Describe this job, including tasks, responsibilities and activities.

Education

High School - What courses would be helpful to prepare a person to enter this career?

Post-high school (college, technical school, apprenticeship, military)

Research some schools/programs . Include the following information:
Name and type of school (2 yr., 4 yr., public, private, coed, religious affiliation etc.)

Size (# of students enrolled)

Admission requirements (deadlines to apply, tests required, minimum test scores and gpa, special requirements such as essay, interview, audition, etc.)

Academics - What would be your major? What degree would you earn?
How long would it take to complete?

Expenses - How much will it cost, and how will you pay for it?

Tuition per term

Application fee and other additional fees (books, lab fees, supplies, social activities, etc.)

Room and board (campus housing and dining - apartment, etc.)

Your plan for financing your education

Financial aid - deadlines, forms

Scholarships - what kind? how much? deadlines?

Estimated budget for one year

Post-Education Requirements

Are there any tests or other certification process that must be taken to qualify for a position in this career?

What must be done to prepare and complete this certification process?

Experience/Training

What kind of experience and training opportunities would help prepare you for entry into this career?

Employment Outlook

What is being predicted for future employment?

Salary

What is the average salary (monthly/annual) for beginning and experienced employees?
What benefits are included?

Opportunities

Describe opportunities and requirements for advancement in this field?
Describe career opportunities related to this field and the requirements of each.

Work Environment/Setting

Would you work indoors or out; what kind of office would you have; where would it be located; where in the country (or world) are there employment opportunities?
Name several possible employers for whom you could work.

Positive and Negative

What are some positive and negative aspects of this career.

Personal Qualities

What are the personal characteristics, skills, abilities that an employer would desire for an employee in this profession?