

CAREER INFORMATION BRIEF #28 THE CAREER DEVELOPMENT PROCESS



The Centre for Career Education is excited to present the 28TH monthly career information brief. The purpose of these career information briefs is to provide faculty and staff with timely information which they can use to assist students who are inquiring about more career specific information.

What is Career Development?

Career development is the lifelong process of managing progression in learning and work. The quality of this process significantly determines the nature and quality of one's life: the kind of person they become, the sense of purpose they have, and the income they can potentially generate.

Why is Career Development Important?

The traditional concept of a career, in which one could choose a career which would then unfold in an orderly way, has vanished. The current evolution of the workforce, which is being driven by technology and globalization, is constantly exposing organizations to change to the point that they are less willing to make long-term commitments. Increasingly, therefore, job security lies not in employment but in employability. Today's job seeker who wants to maintain their employability has no choice but to be willing to regularly learn new skills. Careers are no longer chosen, but constructed, through the choices an individual makes about learning and work.

Why should Career Development matter to a student?

Participating in the Career Development Process is of value to a student for several important reasons.

- (1) **Engaging in the Career Development Process** will assist the student in developing their career management skills. Career management skills include understanding one's own strengths and weaknesses, one's needs and wants, and one's interests, capabilities, and aspirations, and linking these together with current educational and potential career opportunities which a particular degree will prepare them for.
- (2) **Engaging in the Career Development Process** would assist the student in identifying jobs and career paths which would utilise their potential and allow them to meet their personal goals. As a result, they are likely to be more motivated and therefore more productive in your chosen career field, which will lead to greater personal and career success.
- (3) **Engaging in the Career Development Process** will provide students with the opportunity to access good-quality career information on education and training opportunities, on occupations and their characteristics, and on labour market supply and demand. It will also allow students to gather information on the occupational implications of educational decisions, and on the learning pathways that lead to particular occupational destinations. Engaging in the career development process will provide students with the opportunity to confirm and decide upon an educational and career goal in a well-informed and well-thought-through way.
- (4) **Engaging in the Career Development Process** will provide students with personal support in the form of advice and guidance from a competent Career Development Advisor. A career advisor can assist students in finding the information they need, assist students in understanding this information and relating it to their personal needs and circumstances, and assist students in converting this information into a personal career action plan.

In Conclusion

Career opportunities don't just fall into one's lap — they require active planning. Many people take the time plan vacations, meetings, and social events, but they spend little or no time thinking about and planning out their own careers. With thorough planning, one not only increases their chances for success, one also takes active responsibility for their career.

Resources Available to University of Windsor Students

The Centre for Career Education offers a wide variety of programs and services that can assist students with career development including:

- a. Vocational assessments to help identify potential career paths and choices
- b. 1-1 Career Advising
- c. Experiential learning programs such as Volunteer Internship Program and EXCEL Leadership Program
- d. Assistance with resume and cover letter writing, job search planning, and interview preparation and practice through Mock Interview sessions

For a complete list of services visit our website at <http://www.uwindsor.ca/cce>

To help students prepare for work the Centre for Career Education offers the following resources:

- Summer Resume Clinic (Beginning 3 May 2010) – Monday, Tuesday, Wednesday, Thursday, 1:00 – 2:00PM Room 111 Dillon Hall
- Online resume critique – resume@uwindsor.ca
- Career/Vocational Advising (by appointment) Tuesday / Thursday 9:00 – 3:00PM, Room 111 Dillon Hall
To register for an appointment go to <https://career.uwindsor.ca> or click on **myCareer** via the student portal at <https://my.uwindsor.ca>, create an account and review and register for appointments on the events calendar.
- 1-1 resume, job search, mock interview with employment advisor. To register for an appointment go to <https://career.uwindsor.ca> or click on **myCareer** via the student portal at <https://my.uwindsor.ca>, create an account and review and register for appointments on the events calendar.
- Pathways to Success instructional workshops focusing on career planning and development of employment readiness skills. To register for workshops go to <https://career.uwindsor.ca> or click on **myCareer** via the student portal at <https://my.uwindsor.ca>, create an account and review and register for workshops on the events calendar.