# Virtual Job Shadow

## Understanding and Implementing Career Assessments

virtualjobshadow®
interactive career exploration

UNIVERSITY OF WYOMING

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# What are career assessments?

- Help individuals understand how their values, preferences, motivations, aptitudes, and skills can impact their satisfaction with different careers

- Typically self assessments

- Assess either personality, interests, experience, skills, or values

# What can they help with?

- Learning about careers that align with your interests

- Identifying skills you have or need to build

- Helping you improve resumes and cover letters

- Considering career paths you might not have thought of or been exposed to

- Deciding where to focus on building experience or getting more education/training

# What can't they do?

- Get you a job

- Guarantee you will like a particular career or position

- Account for differences within careers and different work settings

- Lead you towards high demand positions

- Be 100% accurate

# Career Assessments in Virtual Job Shadow

- **Career Clusters Interest Survey** *(CCIS)*

- **Career Cluster Interest Survey EZ** *(CCIS-EZ)*

- **O*NET Interest Profiler ™** *(O*NET IP)*

- **O*NET Work Importance Locator ™** *(O*NET WIL)*

# Career Clusters Interest Survey  (CCIS)

- This Survey matches a person's interests to career clusters based on the activities they most enjoy.
  - Rates your potential match with careers based on the activities represented by those career clusters
    - Helps you locate careers that center around activities that interest you
      - *Example: Enjoying activities like conducting experiments or analyzing data could mean that you are a good fit for science and tech careers*

  - adapted from the Guidance Division Survey, Oklahoma Department of Career and Technical Education (2005)

# Career Clusters Interest Survey  (CCIS)

- Rate 102 activities on a 5 point scale
  - Definitely Dislike – Dislike – Neutral – Like – Definitely Like

- Results match with 17 career clusters
  - Scores your interest from 0 – 30
    - 0 – 8:  Little interest
    - 9 – 18:  Moderate interest
    - 19 – 30: High level of interest

- Links on the Results page lead directly to career clusters on Career Central

# Career Cluster Interest Survey EZ  (CCIS-EZ)

- Abbreviated version of the CCIS that matches your interests to Career Clusters based on the activities you most enjoy.

- Same purpose as the regular CCIS
  - 85 statements instead of 102

- Results match with 17 career clusters
  - Scores your interest from 0 – 25
    - 0 – 9:  Little interest
    - 10 – 17:  Moderate interest
    - 18 – 25: High level of interest

- Links on the Results page lead directly to career clusters on Career Central

# O*NET Interest Profiler ™ (O*NET IP)

- This survey helps you find out what your interests are and how they relate to the world of work.
  - Essentially it matches you with careers that fit your personality type
    - Rates your potential match with careers based on broad interest areas (interest genres)
    - Helps you identify your core interest areas and how they relate to different careers
    - Find a career that rewards/values your personality type, thinking, and behavior

  - Unlike the CCIS, the goal is to get you thinking about how your interests might relate to broad career activities across fields, as opposed to how your interests relate to specific career fields
    - Considers work environments

- Based on Holland's RIASEC Interest Structure and the O*NET Interest Profiler

# O*NET Interest Profiler ™ (O*NET IP)

- Rate 180 activities on a 3 point scale
  - Like (L) – Unsure (?) – Dislike (D)

- Results match with 6 interest areas
  - Realistic, Investigative, Artistic, Social, Enterprising, and Conventional
  - Higher scores represent higher levels of interest in work activities related to those areas

- Links on the Results page lead directly to interest areas on Career Central

- Some careers might match across different interest areas

# Work Importance Locator ™ (O*NET WIL)

- The Work Importance Locator ™ helps you learn more about your work values and can help you decide what is important to you in a job.
  - Assesses vocational work values (what you think is important in your work)
  - Helps you identify your most important work values and possible occupations that correspond with those values

- Goal is to match you with careers that you will derive satisfaction from and adjust well to
  - Satisfies your needs and values
  - Aligns with your skills and abilities

- Based on the Theory of Work Adjustment (TWA), University of Minnesota (Dawis & Lofquist, 1984).

# Work Importance Locator ™  (O*NET WIL)

- Rate 20 work value cards on a 5 point scale
  - Least Important (1) – Less Important (2) – Neutral (3) – Important (4) – Most Important (5)
  - 4 cards can be matched to each point on the scale
  - Drag, drop, and rearrange cards

- Results match with 6 work value areas
  - Achievement, Independence, Recognition, Working Conditions, Relationships, Support
  - Higher scores represent higher levels of work importance related to those areas

- Links on the Results page lead directly to WIL on Career Central

- Some careers might match across different interest areas

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# Using Assessments

- Correlate assessments to employment themes you are teaching/exploring
  - Interests → Career Cluster Interest Survey / EZ version
  - Personality → Interest Profiler
  - Values and skills → Work Importance Locator
- Review what these assessments mean with students and how to best utilize them
  - Class discussions
- Ideally explore all three and cross-match careers across results

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# Using Assessments

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Careers ▾   Colleges ▾   Jobs ▾   Tools ▾   Admin ▾   ?

Assessments
Resume Builder
Postsecondary Plan
Goal Setting

- Help students identify ways to explore these careers or the results
  - Set goals
  - Practice resumes in the skills section
  - Do activities that practice the interests/values to help students explore if the results are accurate
  - Job exploration/informational interviews/internships/volunteering
  - Colleges/programs/education to further explore these areas
  - Lessons that build on these results, or round them out
    - Stay consistent within topics

Guide created by Greg Ronco for Access Employment with the Wyoming Institute for Disabilities, and any related participants. All web content and pictures are the property of Virtual Job Shadow and their partners.