Career Services 101 Presentation

Sponsored by: Office of Strategy, Research and Workforce Innovation Questions? Feel free to contact <u>novacareerservices@nvcc.edu</u>



PRESENTATION AGENDA



Provide an Overview of Career Services at NOVA



Review the Career Development Process



Explore Online Resources for Career Planning



WHAT TO EXPECT...SERVICES OFFERED

- Workshops/Seminars
- Individual and small group counseling appointments
- Labor Market Resources
- Mock Interviewing Tools
- Resume Reviews
- Virtual Employer Tabling events
- Campus events/Job Fairs
- Career Connection Job Search Tool online platform for internship/employment opportunities and Resume Building



CAREER DEVELOPMENT



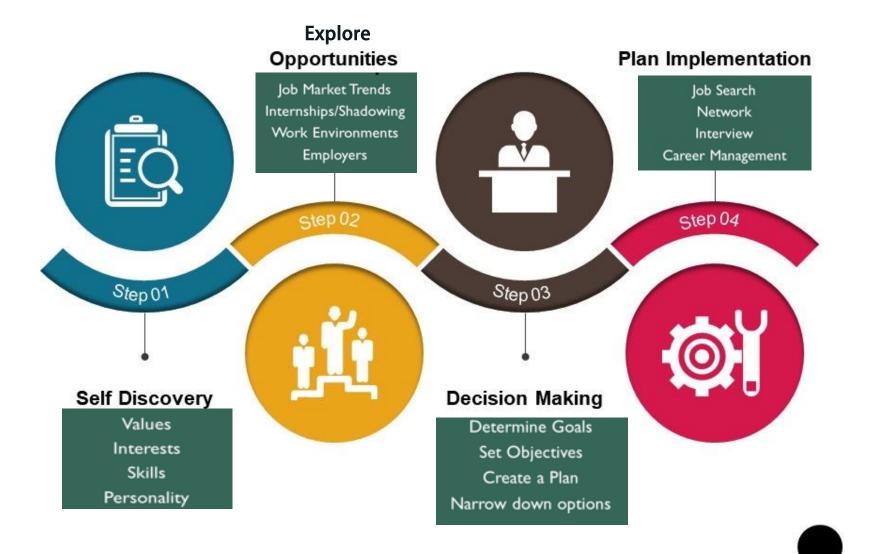
Career development is an <u>individualized</u> and unique journey for each student. When cultivating effective pathways to success, it is highly recommended that all NOVA students <u>engage</u> with and utilize career services throughout the entirety of their educational experience.

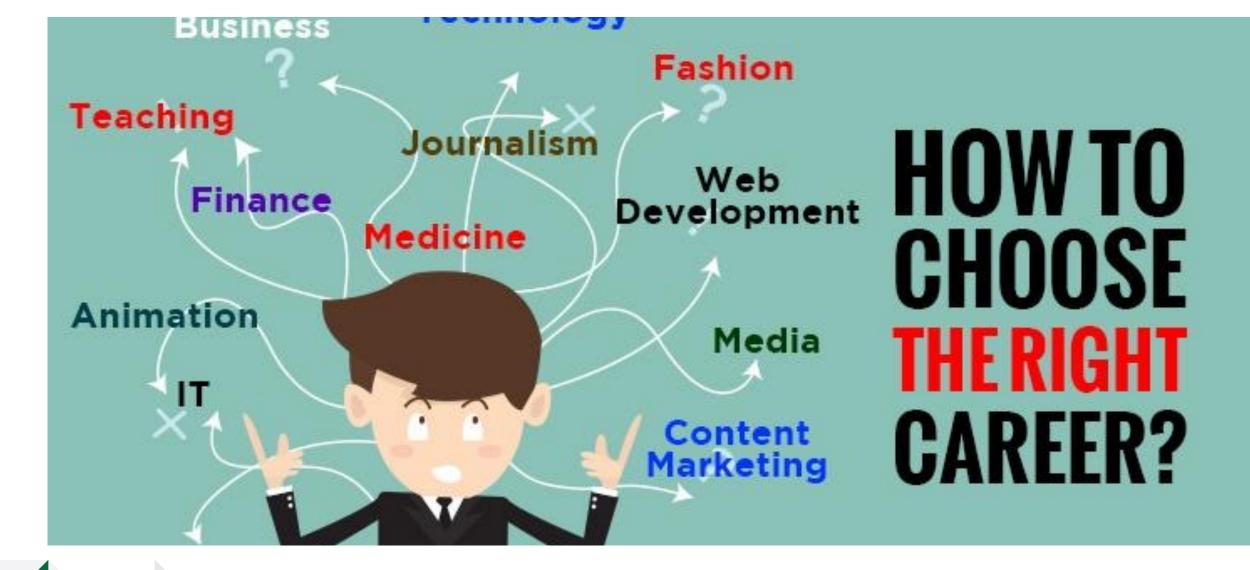
When developing career goals, it's important to (1)understand self, (2) the world of work and (3) what influences your decision-making outcomes.

Career Tip: Early Self-Discovery is Critical - Know Thy Self

Find out what you're passionate about. Whether it is through a class, an organization, or a career assessment test; you should always be reflecting on what successes and challenges you've gained from every experience. "Choose a job you love, and you will never have to work a day in your life." – Confucius

Four Step Process For Career Development





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BASED ON WHAT PAYS THE MOST?

DO YOU PICK THE SAME MAJOR AS YOUR BEST FRIEND?

FOLLOW YOUR PARENTS' ADVICE?

Did you know...

1 in 5 students start college as "undecided"?

If you're undecided...no worries!

Complete the "Understanding Self" Worksheet to start exploring potential careers.

Stage 1: Understanding Self Worksheet

Understanding self includes knowing yourself and your values, interests, and skills. **Prepare** for your Career Counseling appointment on this stage by completing the activities below.



- Complete* (2) career assessments. Save an electronic copy of the results to reference during the appointment. Some of the free assessments may require students to create an account.
 - Free Career Aptitude and Career Assessment Tests (thebalancecareers.com).
 - Focus 2 <u>https://www.nvcc.edu/career-services/focus2.html</u>

Access code: NOVA The VCCS student email account required to create an account.

- Career One Stop <u>https://www.careeronestop.org/ExploreCareers/explore-careers.aspx</u>
- VA Wizard <u>https://www.vawizard.org/wizard/students</u>

*When completing assessments, instruments, and activities

- Work in a quiet, comfortable environment.
- Answer every question.
- Choose the response that reflects the natural way you would respond or think.
- Stay away from giving too many neutral responses and "I don't know" answers to open ended questions – provide thoughtful and detailed responses.
- DO NOT think of work, being a student, or any other role instead, consider your natural preferences.
- DO NOT select answers based on what you perceive would be the desirable response, as no such thing exists.
- SELECT only ONE of the following two options. Read the questions then WRITE (don't just THINK about) your responses; be prepared to discuss your responses.

Option 1 – Values, Interests, Skills

- Values: Guiding principles that reflect what is most important to you in life.
- Interests: Topics you enjoy reading about and activities that leave you energized.
- Skills: Developed talents or abilities.

Values

- What did I like most and least about the past experiences I have had? (jobs, community service, school involvement, etc.)
- What is important to me?
- What makes my life and work meaningful?

Interests

What do I enjoy doing?

FOCUS 2

Focus 2 is an online, interactive, selfguided career and education planning system that can help you make informed career decisions, assess your interests, values and abilities and explore possible career fields. Create an account by self-registering at https://www.focus2career.com/Portal/Login.cfm?SID=1014.

- Access Code: NOVA
- VCCS student e-mail account required to create an account
- Status: select appropriate group from list provided

Dashboard Features	Descriptions
Career Planning Foundations	A Great Starting Point
My Career Planning Involvement	An orientation to the career planning process.
My Academic StrengthsAm I Career Ready	
Self-Assessment	Valid & Reliable Self Assessments
Work Interest Assessment	Discover majors and occupations that match your
 Values Assessment 	personal attributes.
 Personality Assessment 	
Skills Assessment	
Leisure Assessment	
Explore the Possibilities	Additional Major & Career Exploration
• What can I do with a major in at NOVA?	Use these tools for ongoing career and education
What can I do if I majored in	exploration.
 Explore any Occupation 	
 Explore Occupations by Job Family 	
Compare 2 Occupations Side by Side	
Take Action	Academic & Career Plan
My Education	Create a roadmap of your academic and career
My Professional Development	development activities.

DOES MY MAJOR HAVE TO RELATE TO A SPECIFIC CAREER?

Not necessarily.

- Most majors do not lead to a specific job, by design
- Exception: Careers that require a license or certificate



- 80% of workers in the US are in a career field not directly related to their major (according to a survey by the U of Illinois)
- The average person changes career fields 3-4 times in a lifetime (U.S. Bureau of Labor)
- College degrees satisfy most entry-level job requirements regardless of major

CAN YOU GUESS THE RIGHT MAJOR?

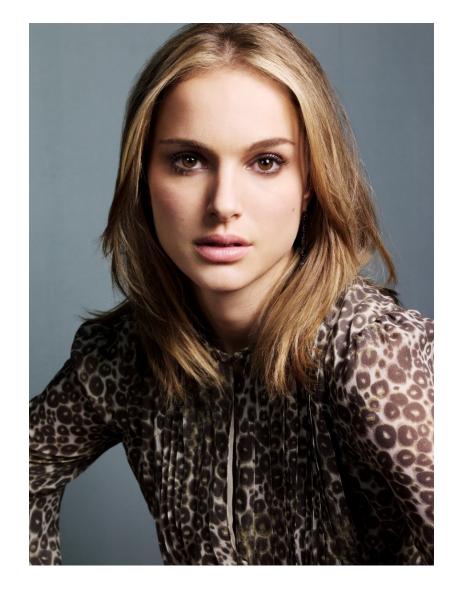


Don Thompson Former McDonald's President &CEO

B.S. Electrical Engineering, (Purdue University)

** Started out designing robotic equipment for food transport and creating control circuits for cooking. From there he was able to work his way up the corporate ladder.





Natalie Portman Actress, Director and Producer

B.A. Psychology from Harvard University

*Natalie Portman is an Israeli-born American actress. She has had an extensive career in film since her teenage years and starred in various blockbusters and independent films, receiving multiple accolades such as an Academy Award, a British Academy Film Award, and a Screen Actors Guild Award.





Indra Nooyi Former PepsiCo Chairperson & CEO B.S. Physics, Chemistry, & Math (Madras Christian College)

M.S. Public & Private Management (Yale University)

*Indra Nooyi is an Indian-American business executive and former chairperson and chief executive officer of PepsiCo. She made \$31 million in her final year at PepsiCo in 2017 and has been consistently ranked among the world's 100 most powerful women.





EXPLORING COLLEGE MAJORS

When trying to **determine** which college **major** is the best match for your career choice. Students should consider the following:

- Time commitment
- Education requirements
- Tuition cost
- Career opportunities
- Is this major suitable in terms of abilities and interests

Plan of study – your college academic guide. Outline of courses and experiences required to receive a specific degree.

College majors are organized collections of classes that usually emphasizes one of the following:

- a subject (English, Biology, etc.).
- a theme (Urban studies, Women's studies, etc.).
- a professional field (*Nursing, Respiratory care, Pre-law, teaching etc.*).



CAREER PATH EXAMPLES

These examples show different Alumni all studied similar majors but ended up in various careers.



Competencies for a Career-Ready Workforce Definitions



Career & Self Development

Proactively develop oneself and one's career through continual personal and professional learning, awareness of one's strengths and weaknesses, navigation of career opportunities, and networking to build relationships within and without one's organization.

Communication

Clearly and effectively exchange information, ideas, facts, and perspectives with persons inside and outside of an organization.

Critical Thinking

Identify and respond to needs based upon an understanding of situational context and logical analysis of relevant information.

Equity & Inclusion

Demonstrate the awareness, attitude, knowledge, and skills required to equitably engage and include people from different local and global cultures. Engage in anti-racist practices that actively challenge the systems, structures, and policies of racism.

Leadership

Recognize and capitalize on personal and team strengths to achieve organizational goals.

Professionalism

Knowing work environments differ greatly, understand and demonstrate effective work habits, and act in the interest of the larger community and workplace.

Teamwork



Build and maintain collaborative relationships to work effectively toward common goals, while appreciating diverse viewpoints and shared responsibilities.

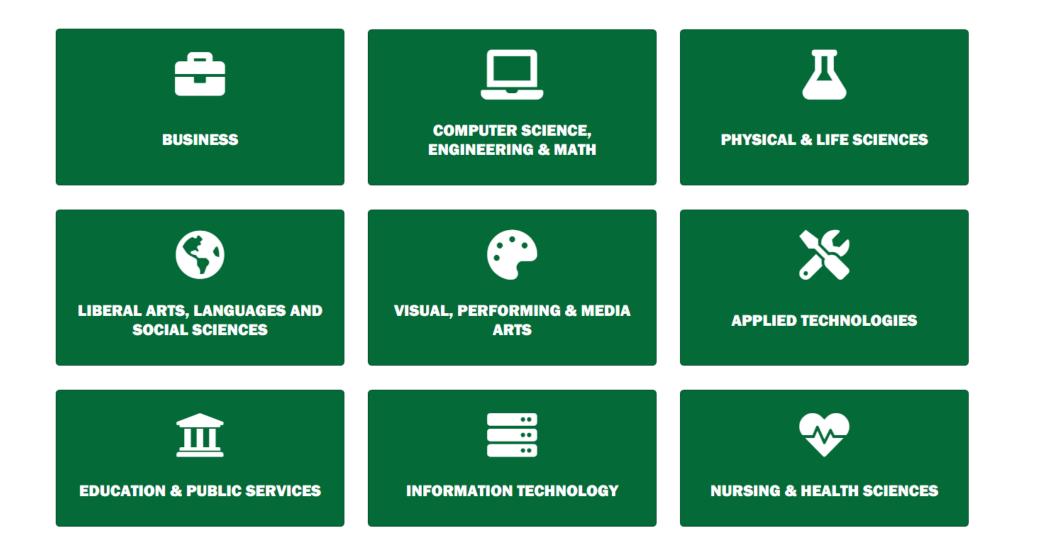
Technology



Understand and leverage technologies ethically to enhance efficiencies, complete tasks, and accomplish goals.

naceweb.org/career-readiness-competencies

NOVA AREAS OF STUDY



Additional resources to **expand ideas** about career options on interests, personality, values and including **career research** and **college majors**

RESOURCES

- What Can I Do With This Major
- The Occupational Outlook Handbook
- America's Career Info net
- The Sloan Cornerstone Career Center –Healthcare, Science, and Technology
- NOVA Interactive Dashboard
- NOVA's Career Connection

Connecting Majors to Careers



Connect Majors with Careers!!

terested in what opportunities are available for your particular major? Wondering how you'll get there??

- Click on MAJORS of interest to see outlines of common career areas, employers, and strategies designed to maximize career opportunities.
- Choose LINKS to find a list of websites that provide additional information
 Select DENTABLE for a DEF version
- Select PRINTABLE for a PDF version.
 Explore multiple majors to learn about a wide range of career on
- Explore multiple majors to learn about a wide range of career opportunities

UTILIZING CAREER SERVICES



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Meet with a Career Counselor

HTTPS://WWW.NVCC.EDU/CAREER-SERVICES/STUDENTS.HTML

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Stage 1: Understanding Self

Career Assessments are an important part of the career development process and a great way to explore how your skills, interests, values, and personality type impact how you make decisions about the major/career you choose to pursue.

Review and complete the Stage 1: Understanding Self Worksheet.

Helpful Resources for Understanding Self

- Free Career Aptitude and Assessment Tests
- Focus 2 (Access code: NOVA. VCCS student email account)
- Career One Stop
- Virginia Education Wizard

Stage 2: Exploring Careers & Majors

Learn more about potential career fields that best fit your interests, skil research. Exposure, self-awareness and understanding the world of worl fit" career options. Utilize the **Exploring Careers Guide** as a tool to assist

Helpful Resources for Exploring Careers and Majors

- Occupational Outlook Handbook
- 0*NET
- NOVA's Careers Research Guide
- Workforce Labor Market Research
- MyPlan

Stage 3: Decide & Plan

Career development and management is a continuous, lifelong process that requires a clear understanding of self and goal setting. Once an individual has identified potential "best fit" career options, please review and complete the Stage 3: Decide and Plan Worksheet to create a career action plan.

Helpful Resources for Decide & Plan

- Career Decision Making Process
- Steps for Decision Making
- How to Set SMART Goals
- How to Craft a Five-Year Plan
- How to Make a Better Decision About Your Career
- Informational Interviewing

Stage 4: Employment Preparation

Employment preparation begins with the identification of suitable job leads. Once a job has been found, a resume is written to connect the job-seeker's background and skills to the specific job opening. Employment leads can be found by searching for relevant employers and positions within NOVA's Career Connection portal. Preparation for interviews should include the Mock interview feature within Career Connection.

Helpful Resources for Employment Preparation

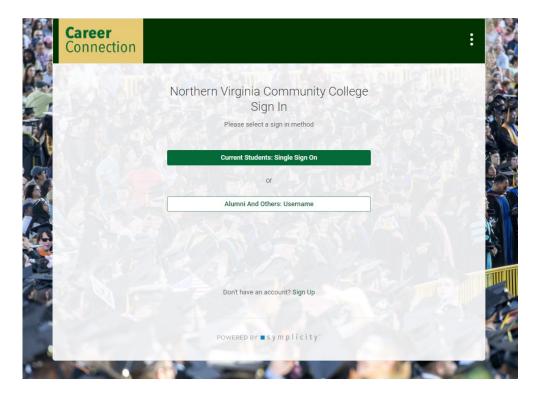
- Indeed Finding Jobs and Internships
- Career Connection Student Sign-In
- · Glassdoor Finding Jobs and Salary Info.
- · Internships Internship Search

CAREER CONNECTION

Career Connection is <u>NOVA's college-wide free online career services management system</u> that allows students to access resources to develop and launch their careers while employers can directly recruit talented NOVA students and alumni.

- All NOVA students are automatically signed up for a Career Connection account upon enrolling at the College.
- Current students will log in using their MyNOVA credentials and maintain access while enrolled at NOVA.

Create an account in Career connection to find helpful career resources and events.



☆ Home	Upcoming Events			See all even
 Jobs & Internships Student Profile Resumes and Other Documents 	NOVA Career Services Workshop		Ċ	
 Events Wy Interviews and Meetings Career Counseling Appointment 	Career Services Workshop - Career Resources at NOVA Workshop — Virtual Event TODAY 5:30 PM - 6:30 PM	NASA Community College Aerospace Scholars Info Session Workshop — Virtual External Event APR 01 3:00 PM - 4:00 PM	Walmart InfoSec - Pen Testers, Ethical Hackers, Cryptographers, & Security Information session — Virtual Event APR 04 9:00 AM - 3:00 PM	The Speak U Toastmaster Workshop — Vi APR 04 11:45 AM
到 Employers 會 Surveys	Latest Jobs			
Resources				
3 My Account	Stronghold United LLC Multiple Locations	Dental Care Alliance Fairfax, Virginia, United S	Pozez JCC of Northern V Fairfax, Virginia, United S	Build Alex
•			Pozez JCC of Northern V Fairfax, Virginia, United S Camp Staff Temporary/Seasonal 1d ago	1

CAREER CONNECTION HOW TO VIDEOS

This video series covers the various features and tools that Career Connection has to offer for NOVA students and alumni! You can find the entire playlist of videos <u>here</u> or click on a specific video below.

- Logging Into Career Connection and More This video will explain how to log into Career Connection, navigate the Career Connection homepage and how to set up your Career Connection profile. Watch the video <u>here</u>!
- **Resumes and the Resume Builder** This video will explain how to use the Resume Builder and how to use Career Connection to store your hiring documents. Watch the video <u>here</u>!
- **Search Jobs and Internships** This video will explain how to search and apply to jobs and internships, set up job alerts and review job applications. Watch the video <u>here</u>!
- Search Employers This video will explain how to search, review, and follow employers. Watch the video <u>here</u>!
- Search Events This video will explain how to search, review, and attend career events. Watch the video <u>here</u>!
- **Resources and Mock Interview Tool** This video will explain the various tools found in the resources of Career Connection, which include the resource library, career finder and career explorer sections, and the mock interview tool. Watch the video <u>here</u>!

WILL I BE ABLE TO FIND JOB OPPORTUNITIES AND IF SO, WHERE?

According to NACE (National Association of Colleges and Employers):

Almost 56% of respondents to NACE's Job Outlook 2022 Spring Update survey indicate that they will increase their college hire numbers and an additional 41% will maintain them. Less than 4% will decrease their number of college hires.

Participation in multiple internships in college helps students to secure employment or enter graduate school within six months of graduation, and that the introduction of internship funding for every student increases access to internship opportunities.

Graduates with more internships and graduates with higher GPAs had higher odds of being employed relative to seeking employment six months after graduation. These students also had higher odds of being in graduate school relative to seeking employment at six months.

When asked about the modality of work for overall and entry-level job positions, respondents indicate that an average of 41% of their overall positions are performed in a hybrid manner and an average of 39% of their overall positions are fully in person. Only an average of 20% of overall positions are performed in a fully remote work environment.

STARTING SALARY BY ACADEMIC MAJOR

ASSOCIATE DEGREE SALARIES BY MAJOR

ACADEMIC MAJOR	MEAN	25 ¹⁴ PERCENTILE	MEDIAN	75 ¹⁴ PERCENTILE	RESPONSES
BUSINESS MAJORS				11	10
Accounting	\$46,799	\$42,959	\$45,817	\$55,000	6
Business Administration/Management	\$44,428	\$33,221	\$42,717	\$55,000	5
Finance	\$47,967	\$46,634	\$47,000	\$55,000	5
Human Resources	\$43,618	\$33,221	\$38,667	\$55,000	5
Logistics/Supply Chain	\$48,733	\$31,200	\$55,000	\$60,000	3
Management Information Systems	\$44,807	\$31,200	\$33,221	\$70,000	3
COMPUTER SCIENCES MAJORS					
Computer Science	\$42,909	\$34,128	\$39,750	\$54,850	3
EDUCATION MAJORS					
Elementary Education	\$38,003	\$32,508	\$33,500	\$48,000	3
ENGINEERING MAJORS					2
Computer Engineering	\$52,043	\$34,128	\$52,000	\$70,000	3
Electrical Engineering	\$51,533	\$33,000	\$51,600	\$70,000	3
Software Engineering	\$51,909	\$34,128	\$51,600	\$70,000	3
SOCIAL SCIENCES MAJORS					800 - 100000 874
Psychology	\$40,293	\$34,128	\$34,750	\$52,000	3

BACHELOR'S DEGREE SALARIES BY MAJOR

ACADEMIC MAJOR	MEAN	25 TH PERCENTILE	MEDIAN	75 TH PERCENTILE	RESPONSES
Finance	\$60,776	\$56,760	\$60,000	\$65,000	62
Human Resources	\$57,357	\$53,000	\$58,200	\$62,000	41
International Business	\$57,841	\$55,000	\$60,000	\$61,000	12
Logistics/Supply Chain	\$61,798	\$55,000	\$60,000	\$66,000	47
Management Information Systems	\$66,117	\$58,913	\$65,000	\$72,000	44
Marketing	\$59,652	\$55,395	\$60,000	\$64,500	40
Sales	\$59,452	\$55,000	\$60,000	\$65,000	29
COMMUNICATIONS MAJORS					
Advertising	\$53,171	\$47,250	\$52,500	\$58,000	8
Communications	\$56,791	\$50,750	\$55,000	\$61,500	20
Journalism	\$56,100	\$50,000	\$55,000	\$61,000	7
Public Relations	\$54,159	\$50,000	\$55,000	\$60,000	10
COMPUTER SCIENCES MAJORS					
Computer Science	\$76,746	\$66,000	\$71,000	\$85,000	61
Information Sciences & Systems	\$74,420	\$66,000	\$70,000	\$80,000	50
Software Applications	\$76,445	\$66,000	\$72,500	\$85,000	41
EDUCATION MAJORS					
Elementary Education	\$44,576	\$38,528	\$41,200	\$54,000	3
ENGINEERING MAJORS					8
Aerospace/Aeronautical Engineering	\$77,882	\$70,000	\$75,000	\$80,000	11
Biomedical Engineering	\$66,125	\$69,500	\$71,000	\$75,000	6
Chemical Engineering	\$74,440	\$70,000	\$73,500	\$76,400	30
Civil Engineering	\$66,732	\$63,000	\$67,280	\$69,500	22

AVERAGE BACHELOR'S DEGREE SALARIES BY BROAD CATEGORY - SOUTHEAST

BROAD CATEGORY	2022 AVERAGE SALARY	RESPONSES
Business	\$57,914	63
Communications	\$54,808	7
Computer Sciences	\$77,279	19
Engineering	\$70,702	52
Social Sciences	\$70,051	7
Math & Sciences	\$69,475	6

BACHELOR'S DEGREE SALARIES BY REGION AND MAJOR - SOUTHEAST

SOUTHEAST	MEAN	25TH PERCENTILE	MEDIAN	75TH PERCENTILE	RESPONSES
Business Majors					
Accounting	\$57,018	\$54,685	\$58,000	\$65,000	7
Actuarial Science	\$65,270	\$62,500	\$62,852	\$65,000	5
Business Administration/Management	\$59,644	\$57,500	\$60,000	\$63,438	8
Finance	\$55,275	\$53,380	\$59,000	\$60,000	8
Human Resources	\$53,893	\$46,809	\$58,000	\$60,000	7
International Business	\$54,691	\$49,381	\$57,500	\$60,000	4
Logistics/Supply Chain	\$57,288	\$58,000	\$60,000	\$65,000	5
Management Information Systems	\$61,579	\$58,000	\$60,000	\$65,000	7
Marketing	\$57,654	\$56,895	\$60,000	\$62,500	8
Sales	\$57,250	\$53,000	\$58,000	\$61,500	4
Communications Majors					
Communications	\$56,235	\$52,469	\$57,500	\$60,000	4
Public Relations	\$52,905	\$43,716	\$55,000	\$60,000	3
Computer Sciences Majors					
Computer Science	\$78,399	\$70,000	\$70,000	\$78,895	9
Information Sciences & Systems	\$77,600	\$68,000	\$70,000	\$70,000	5
Software Applications	\$74,940	\$68,000	\$70,000	\$75,000	5
Engineering Majors		1911 - 1911			
Aerospace/Aeronautical Engineering	\$91,233	\$75,000	\$93,700	\$105,000	3
Chemical Engineering	\$73,777	\$60,320	\$73,250	\$88,000	6
Computer Engineering	\$67,648	\$55,440	\$70,000	\$77,500	8
Electrical Engineering	\$74,904	\$68,500	\$72,000	\$80,000	10
Industrial/Manufacturing Engineering	\$58,548	\$47,840	\$62,400	\$68,500	5
Materials Engineering/Science	\$66,368	\$68,500	\$70,000	\$72,500	5
Mechanical Engineering	\$68,032	\$63,000	\$68,500	\$73,000	9
Software Engineering	\$72,173	\$66,500	\$72,500	\$80,000	6

BACHELOR'S DEGREE SALARIES BY REGION AND MAJOR - SOUTHEAST

SOUTHEAST	MEAN	25TH PERCENTILE	MEDIAN	75TH PERCENTILE	RESPONSES
Social Sciences Majors					
Economics	\$70,788	\$59,925	\$65,725	\$81,650	4
Psychology	\$69,068	\$52,145	\$61,360	\$93,700	3
Mathematics and Sciences Majors					
Mathematics/Statistics	\$69,475	\$64,200	\$64,725	\$67,000	6

OCCUPATION FINDER | OOH FAQ | OOH GLOSSARY | A-Z INDEX | OOH SITE MAP

Field of degree



Field of degree (FOD) pages highlight data and information from the U.S. Bureau of Labor Statistics and the U.S. Census Bureau for a variety of academic fields. Each FOD page provides a glimpse of workers with the degree and shows occupations, outlook, and more for people in that major. Click on an FOD link to explore this information, which includes links to relevant profiles in the Occupational Outlook Handbook.

Search Handbook

Go



The <u>Occupational Outlook Handbook</u>, managed by the U.S. Bureau of Labor Statistics, contains a wealth of data and statistics such as expected job growth, median salaries, and necessary skills for careers in today's workforce.



<u>CareerOneStop</u>, sponsored by the U.S. Department of Labor, is a compilation of powerful career resources such as personal assessments (i.e., interests, skills, work values), occupation and industry profiles, and video overviews of over 900 professions.

MY NEXT MOVE

My Next Move is a U.S. Department of Labor publication that provides easily digestible overviews of careers searchable by keyword, industries, or interests.



O*Net Online, a U.S. Department of Labor resource, is a database of hundreds of occupation profiles with accurate and regularly updated statistics.



CAREER SERVICES 101 STUDENT RESOURCES

NOVA Career Services Career Connection	The NOVA Career Services Office assist students with exploring, developing and setting goals related to each student's unique educational and academic needs. The website contains a comprehensive listing of student resources. NOVA's college-wide free online career services management system that allows students to access resources to develop and launch their careers while employers can directly recruit talented NOVA students and	https://www.nvcc.edu/career-services/index.html
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Best Practices and Tips for Career Exploration and Development



Thank You For Attending!



NOVA CAREER SERVICES TEAM

QUESTIONS? FEEL FREE TO CONTACT NOVACAREERSERVICES@NVCC.EDU

HTTPS://WWW.NVCC.EDU/CAREER-SERVICES/INDEX.HTML