

Career conversation questions



Options: To what extent has this person narrowed down their options

Questions	Tahatū website links
▶ On a scale of 1-10 how confident are you in the direction you've chosen? ▶ What would you know, have done or found out to be 1pt more confident? ▶ Tell me why this direction is a good option for you? ▶ On a scale of 1-10 how decided are you about your post school option/next step? ▶ How have you been able to reach this level of decidedness? ▶ What is making it difficult or getting in the way of working out a sense of direction?	Interest quiz – get job ideas based on your interests. How to choose study or training Know your skills Skills employers are looking for Plan your future* My kete <i>Help people to personally evaluate job lists by asking them to rank each one on a scale of 1-5. (1 = cold; 5 = hot).</i> *a collection of guides

Information: How well informed is this person?

Questions	Tahatū website links
▶ What type of information have you found most helpful in working out your future goals? ▶ How has the information you have read or heard influenced your decisions/actions? ▶ How do you know the information you have is reliable? ▶ What other information do you need to find? ▶ Where would the best place be to find that information? ▶ On a scale of 1-10 how confident are you that you can find the information you need?	Explore career ideas – information on occupations and industries; including 'Find a job' section with map and regional filters. Skills employers are looking for Doing study or training* Getting qualifications* Explore study and training *a collection of guides

Realistic: How realistic is this person about their own capabilities and the realities of the labour market

Questions	Tahatū website links
▶ On a scale of 1-10 how confident are you that you will gain the qualifications you need to pursue your future goal? ▶ On a scale of 1-10 how likely do you think it is that you will achieve your future goal? Why is that? What do you need to do to increase the likelihood? ▶ What do you know about the employment opportunities in your field? ▶ What do you understand employers/training providers are looking for in this role/course? ▶ What do you know about the common tasks, skills and qualifications required in your future role? ▶ How are you planning to develop the skills/qualities needed in your future role? ▶ What type of people will you be working/studying with?	Know your skills Explore career ideas – interest types, ‘how to get into the job’, and Find a job sections of job information. Explore study and training Tahatū Resources – teaching and learning resources, including a range of worksheets to help people research the requirements of jobs and training courses. Specifically check out: Tahatū Activity Guide 4 - Study and Training Tahatū Activity guide 5 - Work

Exploration: How widely has this person explored?

Questions	Tahatū website links
▶ What other options have you explored? ▶ What are some similar roles to the one you are thinking about? ▶ What are the other occupations in the sector/ industry you are interested in? How have you ruled these out? ▶ What other industries would have roles that use the skills and interests you have? ▶ If for some reason you couldn’t do your ideal role – which fields/ industries would you look at next?	Explore career ideas – allows people to explore career ideas by industries and work areas. There are also ‘other career ideas’ listed at the bottom of the career idea pages. Interest quiz – get job ideas based on your interests (encourage people to explore the ‘more career ideas in this work area’ buttons in their quiz results). How to find your career path – a step-by-step guide with worksheets. Explore study and training My kete – help people evaluate their options by ranking each option they have saved into their kete on a scale of 1-5.

Action: How able is this person to put their plans into action?

Questions	Tahatū website links
▶ What do you need to do next? ▶ What kind of support do you need to take the next steps? ▶ On a scale of 1-10 how confident are you asking for information or help? ▶ On a scale of 1-10 how confident are you about finding job vacancies? ▶ On a scale of 1-10 how confident are you about talking to employers? ▶ On a scale of 1-10 how confident are you about preparing a CV/letter of application or filling in an online job application form?	How to make a career decision Get help to make a career decision Take action on your career decision Explore career ideas – on each career idea there is a ‘how you get into this job’ section. How to talk to employers Applying for a job* – information and templates for interviews, CVs, and job applications. Looking for a job* – information on job searching. How to write a CV – CV templates. Tahatū Resources – decide and prepare teaching and learning resources includes range of activities to help people understand tertiary learning and career plans, CV’s, job search plan. <i>*a collection of guides</i>