

Career conversation questions



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

Questions	Tahatū website links
<ul style="list-style-type: none">▶ 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?	<p>Interest quiz - get job ideas based on your interests.</p> <p>How to choose study or training</p> <p>Know your skills</p> <p>Skills employers are looking for</p> <p>Plan your future*</p> <p>My kete</p> <p><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></p> <p>*a collection of guides</p>

Information: How well informed is this person?

Questions	Tahatū website links
<ul style="list-style-type: none">▶ 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?	<p>Explore career ideas - information on occupations and industries; including 'Find a job' section with map and regional filters.</p> <p>Skills employers are looking for</p> <p>Doing study or training*</p> <p>Getting qualifications*</p> <p>Explore study and training</p> <p>*a collection of guides</p>

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

Questions	Tahatū website links
<ul style="list-style-type: none">▶ 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?	<p>Know your skills</p> <p>Explore career ideas - interest types, 'how to get into the job', and Find a job sections of job information.</p> <p>Explore study and training</p> <p>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:</p> <p>Tahatū Activity Guide 4 - Study and Training</p> <p>Tahatū Activity guide 5 - Work</p>

Exploration: How widely has this person explored?

Questions	Tahatū website links
<ul style="list-style-type: none">▶ 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?	<p>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.</p> <p>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).</p> <p>How to find your career path - a step-by-step guide with worksheets.</p> <p>Explore study and training</p> <p>My kete - help people evaluate their options by ranking each option they have saved into their kete on a scale of 1-5.</p>

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

Questions

- ▶ 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?

Tahatū website links

[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.

**a collection of guides*