



A Guide to Career Decision Making

Instructions:

Step 1: Complete the form titled Deal Breakers and Wish List.

- Complete the Deal Breakers and Wish List form only ONCE. This form is to help you think about traits you want in a career.
- Keep this form and use it as a reference when filling out the next form.

Step 2: Complete the form titled Finding Your Path

- Complete a new Finding Your Path form for the top three careers and/or majors you are considering.
- Don't forget to complete the additional questions.

Use these forms to help guide your decision making process.

Other resources you may wish to add to enhance your decision making process:

- Informational interviewing: Interviewing/talking with a professional working in the field you are interested in
- Job Shadowing: Ask an employer if you can shadow them or another employee for a few hours to get an idea of what the job is like on a daily basis
- Researching careers using onetonline.org and FOCUS 2

"You have brains in your head. You have feet in your shoes. You can steer yourself any direction you choose." ~Dr. Seuss

Deal Breakers and Wish List

Complete this form ONCE and use it as a reference when considering the pros and cons of each career you are interested in.

Career Wish List

Check all items that you need/want in a career.

- I need to make a certain amount. My minimum hourly wage/salary I will accept that will meet my financial needs is: _____
- I'm willing to commute for work. Indicate how many miles you are willing to drive daily for work: _____
- I am willing to move out of state for work
- I am willing to relocate to a different city in New Mexico for work
- I need a job that allows me to balance work and personal obligations
- It would be nice to have a career with flexible hours or where I have control of my schedule
- It would be nice to have a career with a set, predictable schedule
- It would be nice to have a career with lots of room for advancement
- I would like a career where I work closely with people
- I would like a career where I predominantly work independently
- I would like a career where I do physical labor
- I would like a career that offers stability and security
- I would like a career that offers a good level of prestige
- I would like a career that makes me feel like I make a difference
- I would like a career that allows for creative expression
- I would like a career that offers personal growth and development
- I would like a career that is competitive and keeps me on my toes

Deal Breakers

Check all that are career "deal breakers" for you. A deal breaker is anything that would automatically eliminate a career from your consideration.

- Would require me to move out of the city/state
- Would require me to commute longer than _____
- No or limited opportunities for advancement
- Career doesn't have enough variety for me
- Career would require me working in an environment I dislike
- Hourly wage/salary is not enough to meet my needs
- Schedule would conflict too much with other obligations in my life
- The market for this career is too competitive
- The career doesn't allow for creative expression or is too restrictive
- The career would require too much training
- The career is not challenging enough
- Other: _____
- Other: _____

Finding Your Path

The career I'm interested in is: _____

Strengths

What do others see as your strengths (list 5-8): _____

How would this career allow you to use your strengths: _____

Name 3-4 things that excite you about this career:

1. _____

2. _____

3. _____

4. _____

Limitations

Name 3-4 personal limitations you have that might prevent you from obtaining this career path: _____

Name 3-4 weaknesses you may need to improve if you want to pursue this path:

Name 3-4 things that you dislike about this career:

1. _____

2. _____

3. _____

4. _____

Opportunities

Name 2-3 opportunities this career path would open up for you:

Name 3-4 ways this career would benefit you and/or your family:

Barriers

Name 3-4 potential obstacles that might get in the way of you achieving this career path:

Is there anything about this career that is a "deal breaker?" (list them here):

Finding Your Path

Additional Questions

Use the scales to rate your responses on the following questions:

How interested are you in this career?

1

2

3

4

5

6

7

8

9

10

Not interested

Neutral

Strongly Interested

How well does this career line up with your current, skills, and abilities?

1

2

3

4

5

6

7

8

9

10

Doesn't align at all

Neutral

Very strongly aligned

How likely are you to pursue this career after reviewing the information?

1

2

3

4

5

6

7

8

9

10

Not likely

Still thinking about it

Very likely

Notes:
