



**The ASPIRA Association
Academic Advisors Professional Development Program**

Course Title:	Assisting Students in Making Meaningful Career Selection
Course Number:	AAT – 106

Course Description:



After completing this course ASPIRA Academic Advisors will be able to use of career exploration assessment instruments such as ExPAN, Holland career interest, and the Harrington O’Shea decision making system; SIGI PLUS, ASVAB, how-to use field trips (visits to college fairs, museums and work sites), internship opportunities, alumni, mentors and role model to expose students to career options; how-to expose students and parents to military career options; and to provide exposure to technical career options.

Course Duration: 6 hours

Course Outline:

Goal	Learning Objectives	Learning Activities	Learning Resources
After completing this workshop ASPIRA Academic Advisors will be able to use several instruments and resources to support and guide students and parents in career exploration, assessment and selection.	The academic advisor will master the basics of using career explorations assessment instruments as resources to support student’s career decision-making process.	The academic advisor will explore and study information concerning the use and applications of different career exploration assessment instruments.	College Board’s Major & Career Profiles Career explorations assessment instruments comparative table Resources and tools for career exploration. College Board’s Step-by-step career worksheet

			Career Exploration & Assessment Tool Web-Sites
		<p><i>The advisors will understand the Holland Theory-- a way of categorizing occupations based on six "themes." The themes are: <i>Realistic, Investigative, Artistic, Social, Enterprising, and Conventional.</i> The six Holland themes can be used to describe people as well as occupations. Explore the sites provided in the Learning Resources section for extensive information.</i></p>	<p>Holland Theory of career selection</p> <p>Explore the University of Missouri Holland Careers Interest Game</p>
		<p>The SIGI PLUS program is a complete, self-directed, interactive system of career guidance and information. This software is part of a comprehensive set of services offered by Educational Testing Service (ETS). To learn more about SIGI Plus Academic Advisors should visit the web sites listed in the Learning Resources section.</p>	About the SIGI PLUS® Program
		<p>Advisors will learn about the Harrington-O'Shea Career Decision-Making (CDM) system</p>	<p>About the Harrington-O'Shea Decision Making System</p>
		<p>Advisors will learn about the Armed Services Vocational Aptitude Battery (ASVAB) Career Exploration Program use by the US</p>	ASVAB Career Exploration Program

	Department of Defense for careers exploration and assessment.	
	Advisors will learn about career exploration instruments designed for middle school students. Visit Careership web site.	Careership is an on-line career exploration adventure geared towards middle school students.
Academic advisors will learn how to find information about different occupations, occupational requirements, labor market and career resources on-line.	Advisors will learn how to find occupational requirements, wage and employment trends, state-by-state labor market conditions, employer contacts nationwide, and career resource libraries online through the use of web sites. Explore the sample web sites provided on the Learning Resources section and perform a search with a metasearch engine to find more web-based resources	Explore Career One Stop ; US Bureau of Labor Statistics Occupational Outlook Handbook
Academic advisors will learn how to use internships as tools to further explore and experience career options for students.	Advisors will learn how to seek information about internships and how to use internships opportunities as a tool for career exploration. Explore the web sites provided in the Learning Resources section to learn more about the topic. Advisors should make a search on the Internet for internships opportunities in their regions.	Should you do and Internship The Washington Center for Internships and Academic Programs The Everett's Internship programs
The Academic Advisors will know how to use college fairs and/or visits to	College fairs are important resources for student career exploration and	Tips for attending a college fair

	institutions as resources for student career exploration and college selection.	college selection. Students and families must plan and prepare themselves prior to attending a college fair. Visit the web sites in the Learning Resources section to learn some basics on how to get ready to attend a college fair.	How to plan a visit to a college fair.
		Attending college fairs could be time consuming and expensive. One alternative is to supplement college visits with on-line college fair. Visit the National Association for College Admission Counseling web site and study the on-line college fairs tips for counselors.	National Association for College Admission Counseling web site On-Line College Fairs tips for counselors.

Evaluation:

After completing the above learning activities, the Academic Advisor will prepare a two-page (maximum) paper describing how to develop a strategy to help students explore different career options and how to assess their career interests.

The above paper will become part of the Advisor training program evaluation portfolio.