Identifying Career Goals: Self-Assessment

Identifying your career goals can be broken down into two areas: how you understand yourself and how you understand the world of work. These areas are also known as self-assessment and market-assessment.

**Self-Assessment**
The first step in achieving a successful career is to take a look at yourself. By defining who you are, what you have learned and where you want to go – you can then start to think about where you fit in the world of work. From a career perspective, there are four avenues of exploration that can help you clarify who you are. These are the VIP’S - Values, Interests, Personality and Skills.

- **Values:** These are a set of standards that determine attitudes, choices and actions. Mapping your work-related values can help lay important groundwork for making good work/life decisions (i.e. do you value: wealth? time with family? ability to be creative?) - See Work/Life Values Identification Worksheet

- **Interests:** These are things that appeal to you and excite you. Interests come in many forms such as activities, classes, people, places, topics, hobbies, etc. - See Interests Identification Worksheet

- **Personality:** Each individual has distinctive qualities and character traits. Defining who you are can help project where you want your career to take you. - See Personality Identification Worksheet

- **Skills:** These include your abilities, competencies, talents, aptitudes and strengths. It is important to define your skills and to ascertain which ones you would like to use in a career and ones that you would not. - See Skill Identification Worksheet

TCCS Resources to Help You in Your Self-Assessment:
- Career Counseling Appointments
- Myers Briggs Personality Type Indicator ® and Strong Interest Inventory ®
- Internship and part-time job postings through TCCS LINK
- Online Career Development Tools

Additional Suggestions:

**Document and share personal/career “successes.”** – Sometimes, one of the most difficult tasks is to define your accomplishments and explain them to a potential employer. One way to overcome this hurdle is to write down what you consider a success – be it personal or professional. List the reasons why this was a success, what challenges you had to overcome and what the end result was. By keeping a tally of these accomplishments, you will develop substantial examples of your past success that can help you along the career development path.

**Keep Talking** - Continue to have conversations with friends, family and colleagues (your support network) to enhance your perspective on career possibilities. Proactive outreach is empowering and will help you achieve your goals.