

WelTec/Whitireia Careers Series

Plan Your Career

The Learner Support and Services team can offer guidance and provide the tools to make informed career decisions based on your values, goals and interests. The information below will help you decide on your next steps.



Where to start

Career development is an ongoing process. If you are unsure what you want to do, take the time to reflect on your **values**, your **future**, your **options** and your **actions**.

Career Development Model



Career Professionals of Canada. (2016). *Career Pro Canada*. Retrieved from: Career Development Matters: <http://careerprocanada.ca/career-development-matters/>

Questions to ask yourself



- What am I good at? What do I like to do?
- What is most important to me in life?
- What are my major commitments outside of work?
- Where do I see myself in five years' time?
- What are my options? Will these options fit in with my personality, values, and other commitments?
- What steps do I need to take to make my options a reality? What resources and support will I need?



Need more advice?

If you would like to talk about your career options, make an appointment with a Learner Support and Services team member or call **Careers NZ** at **0800 222 733**. For helpful online resources, see the other side of this page and visit **www.careers.govt.nz**

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Career Resources

The resources listed below can be found on www.careers.govt.nz. To speak to a Careers NZ advisor directly call **0800 222 733** or click **Talk to Us** at the top of the web page.

Register for a Careers NZ profile to save your progress as you explore your options.



Know yourself

- Use the **Career Checker** quiz to find out how well your career planning is going at <https://www.careers.govt.nz/tools/career-checker/>
- Take the in-depth **CareerQuest** quiz to narrow down your main interests and find job ideas at <https://www.careers.govt.nz/tools/careerquest/>
- Find out how to identify your skills and watch the **Know Your Skills** video at <https://knowyourskills.careers.govt.nz/job-hunting/cvs-and-cover-letters/describing-skills-in-your-cv/#CV>



Get career ideas

- Use the **Skill Matcher** to find out what jobs would suit your strengths and interests at <http://www.careers.govt.nz/tools/skill-matcher/>
- **Compare Study Options** to reach your career goals at <http://www.careers.govt.nz/tools/compare-study-options/>
- **Compare Jobs** based on pay, education requirements, chances of getting a job and more at <http://www.careers.govt.nz/tools/compare-jobs/>
- Look for a job that matches your skills using the Regional Job Matcher at <http://www.careers.govt.nz/tools/regional-job-matcher/>



Take action

- Create your CV with the CV Builder at <https://www.careers.govt.nz/tools/cv-builder/>
- If you have questions about programmes offered by WelTec make an appointment to see a Learning Support Services Team member to discuss your interests and make a **Personal Education Plan**



Youth

- **Youth Guarantee** provides information about programmes for students aged 16-19 who are transitioning from school to study, work or training. Learn more about opportunities for youth at <http://www.youthguarantee.net.nz/start-your-journey/>
- **Vocational Pathways** programmes provide new ways to achieve NCEA Levels 1, 2 and 3 credits and to gain entry to study, training and employment. Learn more at <http://www.youthguarantee.net.nz/vocational-pathways/>