

Career *Abilities*

November 2007

Howard Community College Counseling and Career Services and Disability Support Services have begun a monthly on-line newsletter to increase student awareness of programs, services and issues that are important to students with disabilities. These newsletters will inform students about the many opportunities offered through Counseling and Career Services (CCS) and Disability Support Services (DSS) to prepare them for and to obtain employment.

These opportunities may include educational programs and services, employment and training programs and services, and employment issues unique and not so unique to people with disabilities. These newsletters will help us provide you with information that you can use to make choices about your career goals and to transition from a student to an employee in the career of your choice. We welcome suggestions about topics that you would like us to address and encourage you to stop into our offices and use the many services that we offer free of charge to HCC students.



**There's no scarcity of opportunity to make a living at what you love.
There is only a scarcity of resolve to make it happen.**

WEB SITE OF THE MONTH

<http://www.bls.gov/oco>

Occupational Outlook Handbook published by the U.S. Dept. of Labor, Bureau of Labor Statistics. You will find information including education, salary, tasks and outlook for hundreds of types of different jobs.

THIS MONTH'S QUIZ

- T or F 1. People who have an Associates degree earn (on average) \$500 more a month than those with only a high school diploma.
- T or F 2. Unemployment rates are about the same for high school graduates as they are for college graduates.
- T or F 3. Between now and the year 2014 the need for teachers will decrease.
- T or F 4. The average annual salary of a computer software engineer in 2006 was more than \$80,000.

Answers to quiz on page 3

Counseling & Career Services

Mon, Tue, Wed 8:30am-8pm
Thu, Fri 8:30am-5pm

Disability Support Services

Counselor Hours

Mon, Wed, Thu, Fri 9 am-5pm
Tue 9 am-8pm

*For any questions or concerns, please contact
Ann Kukulies at 410.772.4009*

To receive a copy of this Newsletter thru e-mail, contact Ann Kukulies at 410.772.4009

Spectacular achievements are always preceded by unspectacular preparation.

CAREER EXPLORATION

The subject discussed in last month's newsletter was the importance of self-assessments as the first step in choosing a major, planning a career path or conducting a job search. The next step is to research the careers you have decided might be a good fit. Don't forget to research careers that you have not previously considered if those careers were consistently mentioned in your assessment results.

The purpose of career exploration is to discover information about different occupations in order to narrow down your choice of short and long-term educational and career goals. It is also an opportunity for you to consider obstacles you may face in different occupations and any accommodations you might need to accomplish the essential functions of the jobs on your list.

It is essential to keep a record of the information you learn when exploring different career choices. A notebook or computer folder in which you list the information you are gathering will be very helpful when you are ready to make a decision about your major or career. Information you might want to include for each career you explore is:

- the title of the career
- educational requirements
- aptitude/skill requirements
- essential functions
- locations where the jobs are done
- earnings and benefits
- job outlook
- related occupations
- the physical, intellectual and social demands of the job

As you gather this information it is important that you periodically do a reality check to make sure the careers you are considering are in line with your overall goals and/or abilities. If not, consider researching related careers. For example, if you feel strongly that you want a career in journalism but are consistently finding that the forms of journalism you are exploring require more public contact than you are comfortable with, you might want to research careers in editing or creative or technical writing.

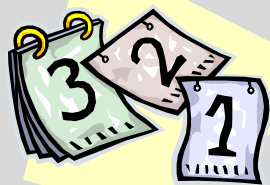
Much career exploration can be done on a computer. There are many websites that offer information about careers such as the Online Occupation Outlook Handbook whose web address is listed on the front page of this newsletter. The "career planning/counseling" section of the Counseling and Career Services and Job Assistance web page, located under <http://cms.howardcc.edu/students>, has links to over 30 Internet sites. A list of many other on-line resources can be found in the Counseling and Career Services office, RCF 302. Computers are available in the Counseling and Career Services (CCS) Library and can be used on a walk-in basis. Materials can also be accessed on line in the Learning Assistance Center by students who have visual or reading disabilities and are registered to use the Assistive Technology Lab. If you require this assistance and are not registered, you can learn about these and other available services from a Disability Support Services counselor whose offices are also in RCF 302.

Career exploration materials available in the CCS Library include books and magazines that describe different occupations, provide career suggestions for people with specific interests and majors, link interests and majors to jobs in the federal government and provide information about entrepreneurship, informational interviewing and internships. Career exploration can also be done by asking questions of classmates, family members, professors, and alumni who have first hand knowledge of careers you are considering. Informational interviews are a more formal means of doing this. An information interview is a meeting with someone who is currently working in a career of interest. During the interview you should ask that person specific questions about his/her career.

Career and disability counselors are available to assist you with specific questions you might have about careers and provide suggestions on further resources you can utilize in your career exploration. Stop by the third floor of the new student services building.

Next month's article will discuss in more detail how to make a career plan utilizing the information you gather during your career exploration.

UPCOMING EVENTS



Career Expo For People with Disabilities

November 9th
 10:00 am to 3:00 pm
 Marriott Wardman Park Hotel
 2660 Woodley Road, NW
 Washington DC, 20008

Meet with Fortune 500 companies and government agencies looking to recruit new talent.
www.eop.com/exporegistration.html

Disney Coming to Campus

Tuesday, November 27th
 12:30 pm
 4:00 pm

Professional paid internships are available in many different lines of business at the Walt Disney World Resort, Disneyland, and Walt Disney Imagineering. Afternoon Information Sessions are scheduled in the RCF 302 classroom. Contact Counseling and Career Services 410-772-4840 for more information.

DON'T FORGET! DO IT SOON!!

Advising has begun for Winter and Spring 2008 classes at HCC. **Make an appointment** to meet with your advisor or disability support services counselor soon to register. The earlier you register for your classes, the more likely it is that you will have a schedule that best meets your needs.

The Workforce Recruitment Program, sponsored by U.S. Department of Labor, is a nationwide program to help students with disabilities find summer internships with Federal government agencies throughout the Washington, D.C. and Baltimore metro areas. Representatives from the Department of Labor will be conducting interviews with HCC students in February of 2008 for summer placements. The internships are a great opportunity to earn money and get excellent job experience to add to your resume! Students who participate in the Workforce Recruitment Program will also be informed about other local summer internships and jobs for students with disabilities.

To be eligible for the Workforce Recruitment Program you must:

- Have a documented disability. Disabilities include physical, emotional and/or learning disabilities;
- Be enrolled as a degree seeking student at an accredited institution of higher learning, or have graduated from such an institution within the past 7 months;
- Be a United States citizen;
- Be in good academic standing and be carrying at least 6 or more credit hours. (Please see Ann for a complete explanation of this criteria.)

Workforce Recruitment Summer Internship Program for Students with Disabilities

Orientations

December 6, 12:30 pm
 December 7, 9:00 am
 January 7, 3:00 pm
 RCF-302 (Classroom)

Watch for information about the upcoming Workforce Recruitment Program. Letters will be mailed out later this month. Orientations run between 30 and 45 minutes.

Answers

- 1 **True.** Average weekly salary of a high school graduate is \$595/week, for a person with an Associate degree it is \$721/week, and for a bachelor's degree it is \$962/week.
- 2 **False.** The unemployment rate for people with only a high school diploma is 4.3%, with an AA or AS degree it is 3.0%, with a BA or BS degree it is 2.3%.
- 3 **False.** The fastest growing occupation between now and the year 2014 is post-secondary educator. Elementary and Secondary teachers are also in the top 10 fastest growing occupations
- 4 **True.** The average annual salary of a computer software engineers ranged from \$82,000 to \$87,250

Co-op & Internship Information Sessions

To sign up for an Information Session call 410.772.4840 or visit Counseling and Career Services in Room RCF-302

Tuesday	Wednesday	Thursday
6:30 pm-7:30 pm	12:30 pm-1:30 pm	10:30 am-11:30 am
November 13	November 7	November 16
December 4	December 12	December 7