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Holland Interest Themes Exercise

Read each of the six theme descriptions of people, interests, and skills. In the spaces at the bottom, write the names of the three themes that describe you the best, second best, and third best. Then highlight the words that best describe you within each of the three themes using the highlighting tool in the toolbar above.

R	Realistic – People who have athletic or mechanical ability, prefer to work with objects, machines, tools, plants, or animals, or to be outdoors.
I	Investigative – People who like to observe, learn, investigate, analyze, evaluate, or solve problems.
A	Artistic – People who have artistic, innovating or intuitional abilities, and like to work in unstructured situations, using their imagination or creativity.
S	Social – People who like to work with people – to inform, enlighten, help, train, develop, or cure them, or are skilled with words.
E	Enterprising – People who like to work with people – influencing, persuading, leading or managing for organizational goals or for economic gain.
C	Conventional – People who like to work with data, have clerical or numerical ability, carrying things out in detail or following through on others instructions.

1. _____ 2. _____ 3. _____

Based on John Holland's vocational personalities from Making Vocational Choices: A Theory of Careers, 3rd Edition, Psychological Assessments Resources, 1997.

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Discovering Your Interests Exercise

Use the questions below to think and write about your interests.

1. If you could teach courses on any subject, at any level, what subjects would you teach?
2. If you had a million dollars to invest, in what two types of business ventures would you invest?
3. If you were to produce a documentary film, what subjects would it be about?
4. If you were an excellent writer, what subjects would you want to write about?
5. If you were to own and operate your own business or businesses, what kind of business would it be?
6. If you could switch jobs with three people, what three jobs would you select and why?

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7. What local, societal, or world problems interest you?

8. You have just received a scholarship to cover all expenses of a course of study. What subjects would you study and why?

9. You have become a consultant in subjects that interest you. They are:

10. There is a conference focusing on the topics you have always wanted to learn about. They are:

Next Steps

What trends or topical themes appear throughout these lists? What industries or occupational areas are suggested by these results? Use these clues for exploring industries and fields that are compatible with your preferences.

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Values Assessment Exercise

Understanding your values – what motivates you – will help you make career decisions that align with your true needs.

Step 1: Values Checklist

Review and place a check mark next to your top six to eight Activity-Based Values column below. These values are critical to identifying the work activities that will be most satisfying to you. Then identify six to eight Worklife and Environment Values in the right column. These values will help you clarify elements in the work setting and organizational culture that are essential to your satisfaction.

Activity-Based Values	Worklife and Environment Values
Competition	Time Flexibility
New Ideas/Learning	Independence
Self-Expression	Recognition
Help Others	Teamwork
Power and Influence	Variety
Supervising	Balanced Lifestyle
Physical Challenge	Advancement
Mastery/Expertise	Economic Security
Artistic Expression	High Income/Wealth
Altruism	Affiliation
Detailed	Friendships
Adventure	Autonomy
Intellectual Challenge	Stability
Creativity	Sense of Community
Contributing	Location
Achievement	Time Freedom
Organizing	
Leadership	

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Step 2: Activity-Based Values

Review the checkmarks from the top six to eight activity-based values you selected on the previous page in the Activity-Based Values column below. Your values will most likely correspond to two or three Value Groups in the middle column. If your top values fall into more than three Value Groups, decide which three Value Groups best describe your strongest values. Then in the right column write a personal definition for each checked Activity-Based Value and identify an experience in which these values were met.

Activity-Based Values	Value Groups (SkillScan's Skill Categories and Holland Themes)	Personal Definition and Experience
Adventure Competition Physical Challenge	Physical/Technical Holland – Realistic theme	
Intellectual Challenge Mastery/Expertise New Ideas/Learning	Analytical Creative Holland – Investigative theme	
Artistic Expression Creativity Self-Expression	Creative Holland – Artistic theme	
Altruism Contributing Help Others	Relationship Communication Holland – Social theme	
Achievement Leadership Power and Influence	Management/Leadership Communication Holland – Enterprising theme	
Detailed Organizing Supervising	Analytical Management Holland – Conventional theme	

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Step 3: Worklife and Environment Values

For each of the top six to eight Worklife and Environment Values that you checked in Step 1, in the right column provide a definition followed by an experience in which this value was met.

Top Worklife and Environment Values	Personal Definition and Experience

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Ideal Work Environment Exercise

The average worker spends 40-60 hours per week in a work environment. To be fulfilled and productive, it is important to clarify the conditions that allow you to perform your best. In this exercise, you will evaluate current and former work experiences to help you clarify the ideal work environment. This list will help you assess potential companies and cultures that align with your preferences.

The work environment is characterized by the following categories of elements:

- The specific organization you work for
- The culture of that organization
- Your position/role in that organization.

A list of the elements found in each work environment category is provided below.

Elements of the Work Environment		
Organization	Culture	Position/Role
<ul style="list-style-type: none"> • Philosophy and practices • Products and services • Profit versus non-profit • Size and location • Physical surroundings • Ranking and prestige in the industry 	<ul style="list-style-type: none"> • Management style • Personalities of co-workers • Team dynamics • Attrition/growth • Predictability vs. change • Level of diversity 	<ul style="list-style-type: none"> • Typical working hours • Professional development opportunities • Commute time and distance • Amount of domestic and/or international travel • Salary and benefits

In this exercise you will use these elements to help you identify the work conditions that are important to you. Use this table to jog your memory of past and current work environments as you complete the three exercise steps on the following pages.

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Step 1: Identify Negatives to Generate Ideal Conditions

In the left-hand column below, brainstorm negative aspects of your current and former work environments. Then identify the corresponding work environment element using the drop down fields in the middle column. Then, based on these results, create a list that represents your “ideal” work conditions in the right-hand column.

Negative Condition	Environmental Element	Ideal Condition
<i>Example: Work in a cube with no natural lighting</i>	<i>Physical Surroundings</i>	<i>Private office with windows</i>

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Step 2: Identify Positives to Generate Ideal Conditions

Next, create a list of conditions from your current and former work experiences that were satisfying and ideal for you. After completing this list, put a checkmark next to those elements which are important to you now and in the near future.

Positive Condition	Environmental Element	Important to Me
<i>Example: Worked in a highly collaborative and non-hierarchical environment where everyone's ideas were valued.</i>	<i>Team dynamics</i>	<input checked="" type="checkbox"/>

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Step 3: The Ideal Environment

A list of the conditions that you defined in steps 1 and 2 is provided below. Together these conditions form your ideal work environment. Rank the conditions in order of importance. Consider which aspects are necessary and others that are secondary and may be sacrificed.

Ideal Work Environment Conditions	Rank

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Personal Traits Exercise

Personal traits are natural and developed qualities that an individual brings to performing work.

Use the scale below to rate how strongly you possess and demonstrate each trait on a consistent basis – not in any one situation. Then use the *Optional Exercise* that follows to gather informal feedback from your peers and colleagues.

Step 1: Rate Your Traits

Rate your strength in each trait below as Low, Medium, or High.

Trait	Trait Strength Rating		
	Low	Medium	High
Adaptable			
Assertive			
Confident			
Creative			
Dependable			
Detail-Oriented			
Diplomatic			
Efficient			
Enthusiastic			
Fast Learner			
High Energy			
Independent			
Multi-Tasker			
Open-Minded			

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Trait	Trait Strength Rating		
	Low	Medium	High
Organized			
Patient			
Perceptive			
Persistent			
Practical			
Proactive			
Resourceful			
Responsible			
Results-Oriented			
Risk-Taker			
Self-Motivated			
Self-Starter			
Team Player			
Thorough			

Step 2: Your Strongest Traits

List your 6 strongest traits that are most relevant to your career from the table above.

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

Step 3: Gather Feedback (Optional)

Email a blank copy of this form to a selected group of peers and colleagues to gain their feedback on your personal traits. Ask them to send their completed forms directly back to you.

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Career Profile Exercise

Use this form to summarize the results from your SkillScan Career Driver or Advance Pack skills assessment as well as from the various assessment exercises that you have completed.

Transferable Skills and Examples	
Skills	Examples
Activity-Based Values and Examples	
Values	Examples
Worklife and Environment Values and Examples	
Values	Examples
Interests	
Interests Themes	Specific Interests
Personal Traits	Ideal Work Environment

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