

Researching Careers

OCIS/O*Net

As you embark on your journey of exploring careers, it is a good idea to learn about all the different aspects that a particular career entails. The Ohio Career Information System, Career Onestop and O*Net are comprehensive websites that offer information about hundreds of occupations and will help you determine the following about a particular career:

- Knowledge needed
- Skills and abilities
- Education level
- Common work activities
- Working conditions
- Physical demands
- Advancement opportunities
- Employment and outlook
- Wages

This information will be invaluable as you start to discover the different career fields that match up with your skills, interests, and values. Once you identify a few different career fields, it may be a good idea to conduct informational interviews with people who are currently working in that field to see if it truly would be a good match for you. You can obtain the username and password that is required for OCIS in the Career Services Office.

www.ohcis.intocareers.org
<http://online.onetcenter.org>
www.careeronestop.org



Informational Interviewing

The purpose of informational interviewing is to obtain information, not to get a job. Skillfully used, informational interviewing is one of the most valuable sources of occupational information. The informational interview communicates the firsthand experiences and impressions of someone close to the occupation, and is directed by your questions. You can discuss what is done on a day-to-day basis and relate it to your own interests and feelings. Beyond the advantages of gaining valuable career information, it is also an opportunity for you to network. You should regard each interview as a business appointment and conduct it in a professional manner. Have questions prepared in advance, as more information will help you in your career decision making. Always follow up the interview with a thank you note. For more information on Informational Interviewing, contact a Career Services staff member.