

Career Reinvention



Arapahoe/Douglas Works!
www.adworks.org
303.636.1160

 @adworks303

 Arapahoe/Douglas Works!

Arapahoe/Douglas Works! is an equal opportunity employer/program.
Auxiliary aids and services are available upon request to individuals with disabilities.



Thank you for choosing to attend our
Career Reinvention
workshop brought to you by the
Arapahoe/Douglas Works! Facilitation team.

We facilitate all our workshops as if they are in a live classroom setting. For virtual workshops please be respectful and mindful of your camera if your video is on. "To ensure compliance with current A/D Works! And Arapahoe County IT policies for virtual platform use and information storage, attendees are asked **not to use** AI tools to capture notes during any of our workshops currently."

Objectives

- How have **Careers** changed?
- What are the **6 Steps to Career Change**?
- What are the **new tools** to explore for a career change?

“Career” – Then

- When you started your career what were your expectations for your career path?
- How and why have those expectations changed?

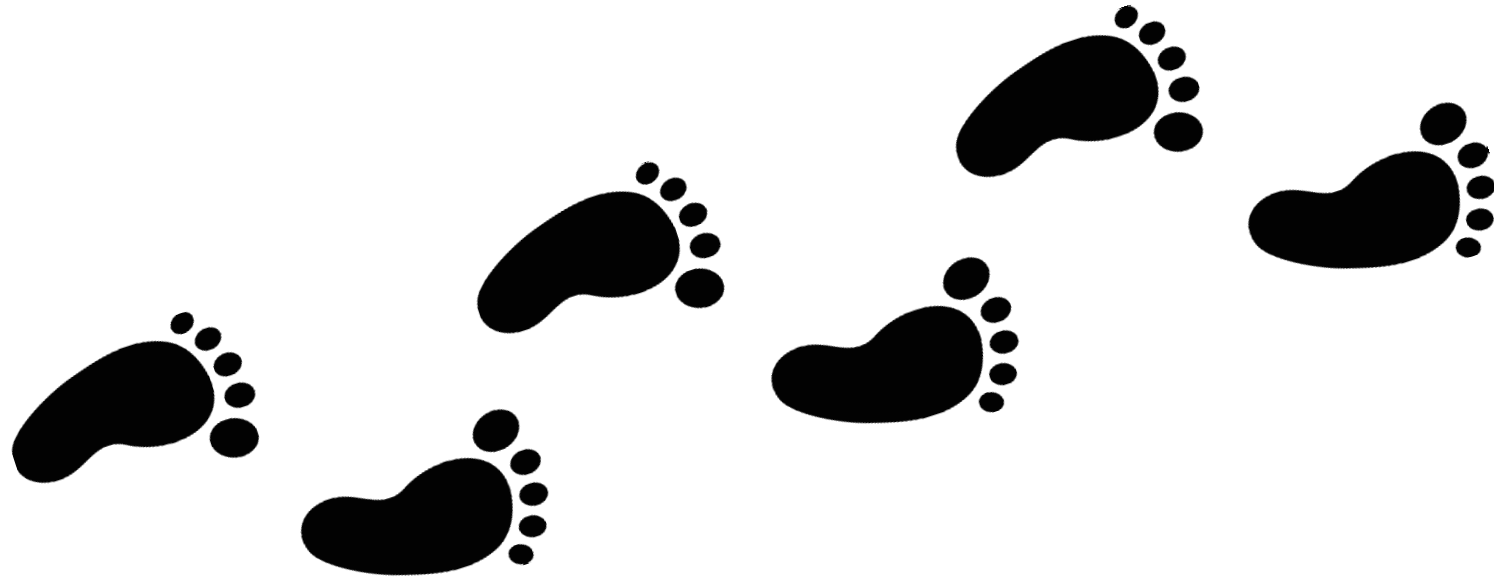


“Career” – Now

- Industry expectations are changing **Faster**
- No longer a straight line to retirement
 - Switching careers is **NOT** seen as a negative
 - 401K rollovers are a way of life



6 Step Process of a Career Change



sweetclipart.com

Step One



- Get to know yourself
- Prepare for the challenges you may face

Know yourself

- What are you changing to?
 - Hobbies might not be careers
- It's on you to own your vision
 - Assessments – Strengths, Values, Skills
- Common myths of a career change
 - Be my own boss, more money, freedom



Challenges



- Not able to start at the goal job
- Take less money now to work your way back up the pay scale
- Time with family to reach your goals
- Learning new skills can be scary/hard

Step Two

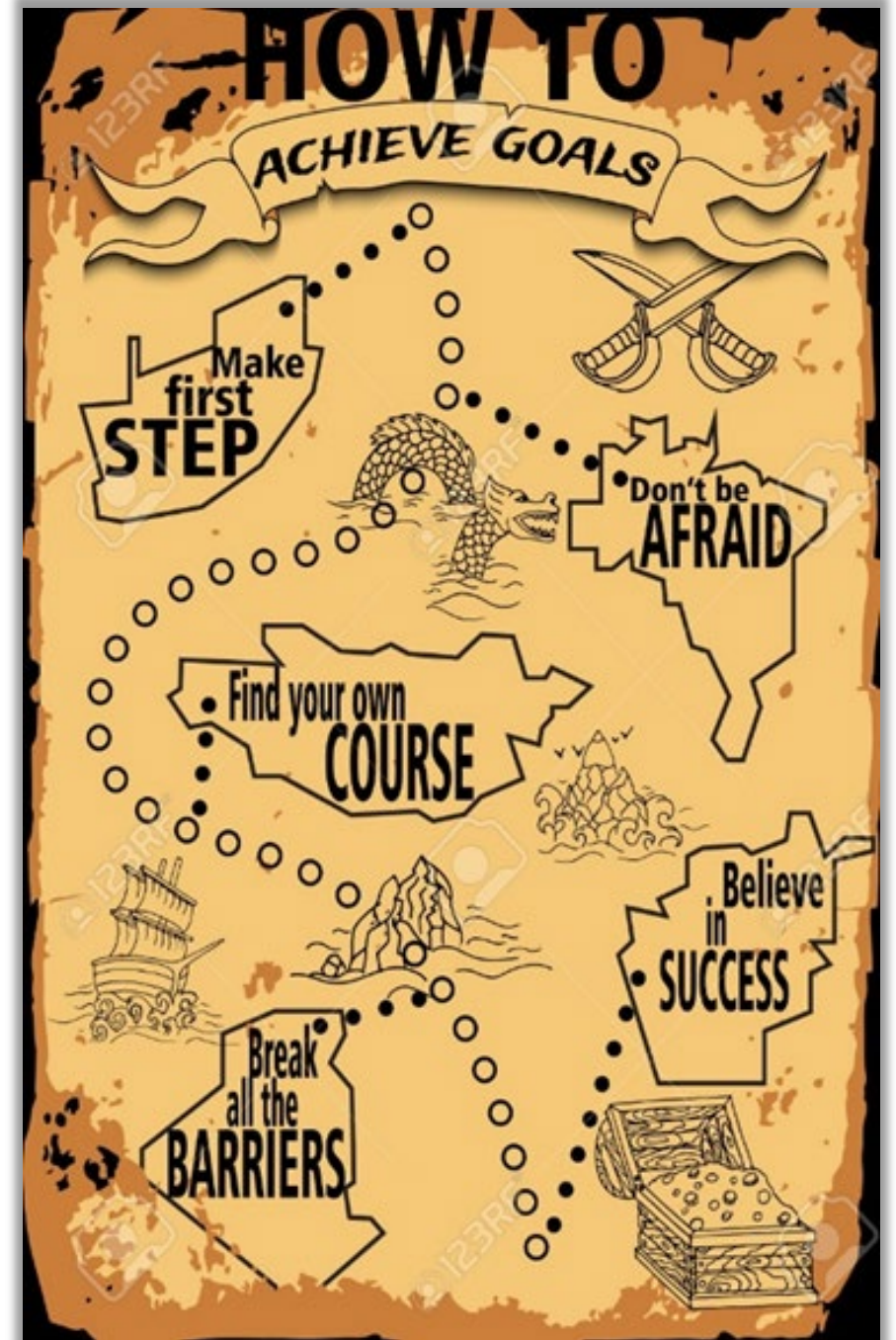
What do you need to know about making a career change?

- Research industries to better understand the expectations
- Set-up Informational Interviews with those in the “know”



Career Navigation

- Be flexible during the journey
- Step away from your comfort zones



Research



- Job Fairs
- Onetonline.org
- Light Cast Career Coach
- LinkedIn.com
- Glassdoor.com
- Public Libraries
- Job Shadow



O*NET OnLine



Informational Interviews

- Talk to those who have had an Informational Interview.
- Don't be afraid to ask
 - Have a set list of questions
 - Ask for additional referrals
 - Thank you notes/emails
- Build up your NETWORK.



Step Three

- 
- Build up your network
 - Reinvention Committee
 - Networking connectors
 - Clued in colleagues
 - Warm and fuzzy supporters
 - Drill Sergeants
 - Industry locals

Networking Connectors

Networking Experts

- Someone with great connections who can put you in touch with others who may be able to help you.



Clued in Colleagues



Past Colleagues

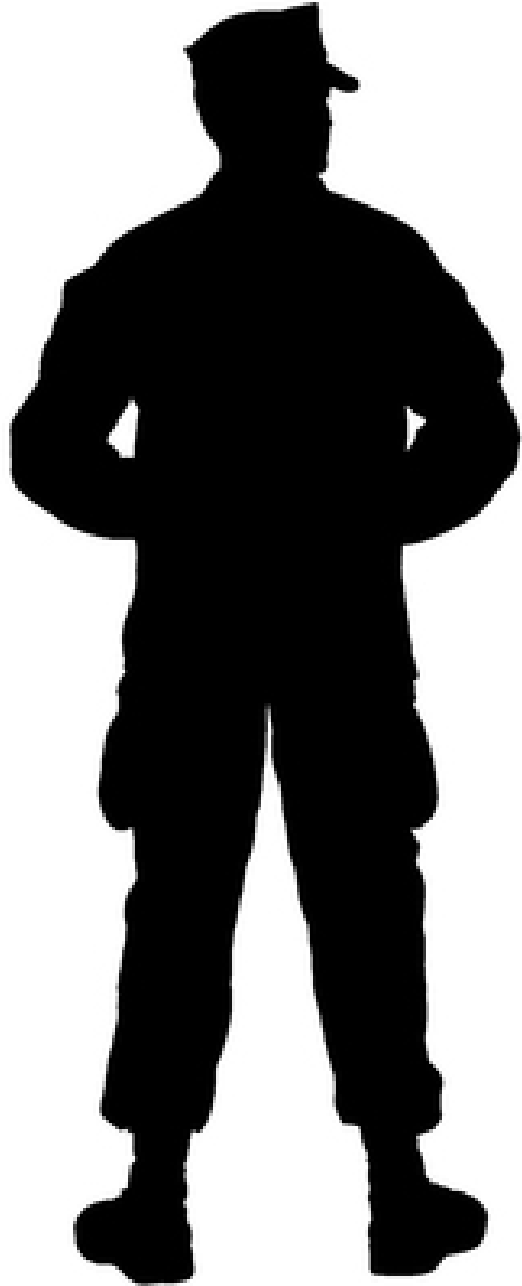
- Someone you've worked with, who knows your strengths and weaknesses and can discern whether an opportunity is a good match for you and your skills.



Warm & Fuzzy Supporters

Good Friends

- That will catch you if you fall and can make you feel grounded in moments of despair.



Drill Sergeants

Motivators

- They help you get over yourself when you're paralyzed by fear.
- They have no patience for excuses but are nevertheless fully supportive.

Industry Locals

Inside People

- Someone who knows the industry you are planning to enter and has important insider knowledge about the culture – knowledge you wouldn't otherwise have.



Step Four

- Look ahead and plan for struggles
- Build your plan
- Utilize the **Onetonline.org Career Worksheet**

ONetonline.org: My Next Move
<https://www.mynextmove.org/explore/ip>

O*NET Careers Worksheet

The *O*NET Career Listings* document includes a sample of the careers that are linked with the six Interests and the five Job Zones. They are organized first by Interest and then by Job Zone within the Interest.

Copy your Primary, Second, and Third Interests from page 1 of the **Score Report** below:

Primary Interest: 1 _____

Second and Third Interests: 2 _____ 3 _____

Also, copy your Job Zone(s) from page 2 of the **Score Report** below:

Your CURRENT Job Zone: _____

Your FUTURE Job Zone: _____

To look at the careers linked with your Primary Interest, locate the section for your Primary Interest in the *O*NET Career Listings* document and then find the career listing for your Job Zone under that section. For a longer list of careers, refer to My Next Move's Interest Browse at <https://www.mynextmove.org/find/interests>.

You can also use your second or third highest interest to look at careers. Find the career listings for your Job Zone under the sections that match your second or third interest.

Write Below the Career Titles You Have Picked to Explore:

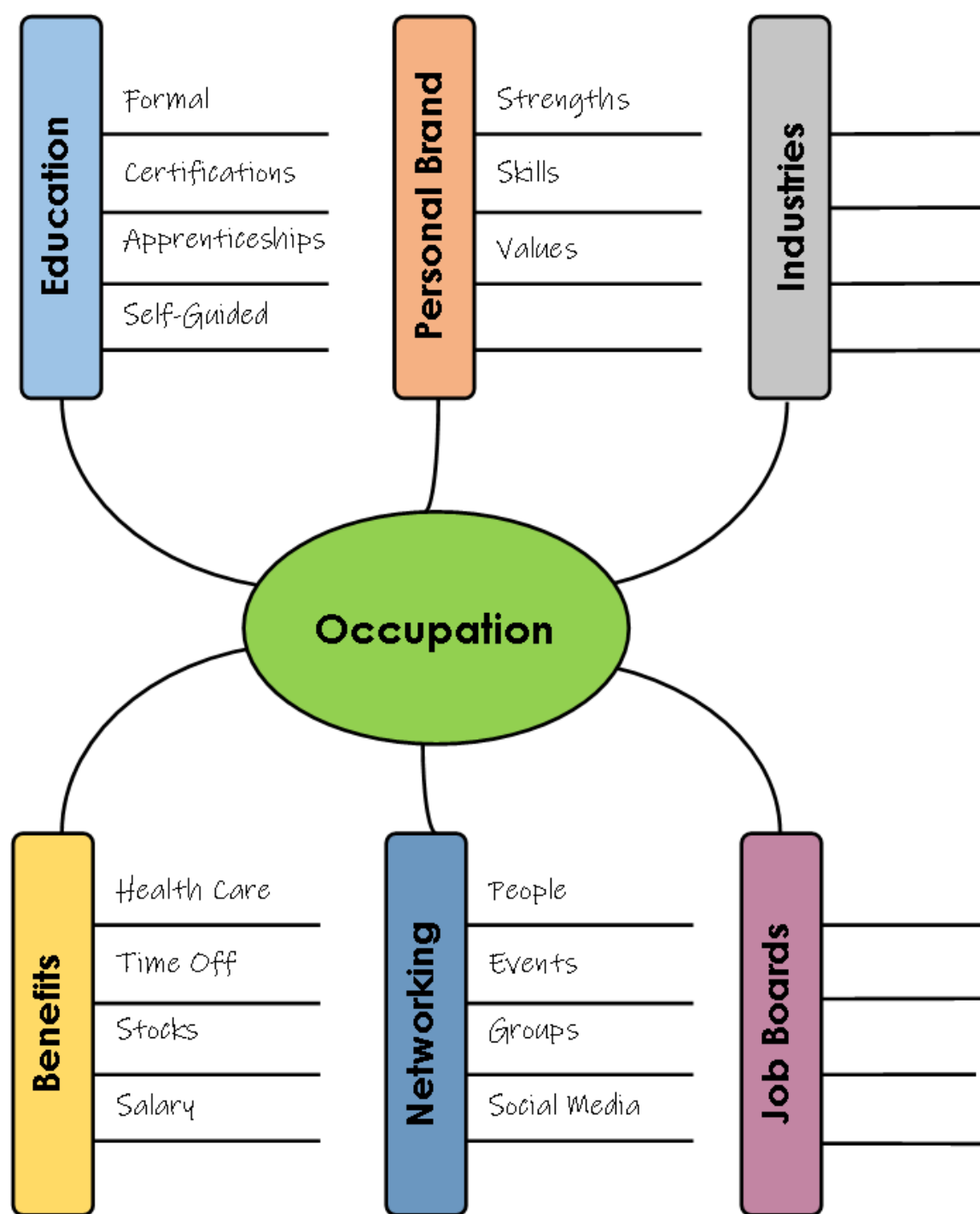
1.
2.
3.
4.
5.
6.
7.
8.
9.
10.



Your Plan



Career Mind Map



Occupation

- Education
- Personal Brand
- Industries
- Benefits
- Networking
- Job Boards

O*Netonline.org

Step 1: Occupation Quick Search /
Title you want to research

Step 2: Choose the best result

Step 3: Look over the sections

- Tasks
- Technology Skills
- Knowledge
- Skills
- Abilities
- Work Activities

Step 4: What education is needed?

Step 5: Closely related occupations

Step 6: Find the starting salary in
Colorado

The screenshot shows the O*NET OnLine website interface. At the top, there is a search bar with the text "software develop" and a "Go" button. Below the search bar, there are navigation links: "Help", "Find Occupations", "Advanced Searches", "O*NET Data", "Crosswalks", "Share", and "Sites". The main heading is "Software Developers" with the code "15-1252.00". There are two buttons: "Bright Outlook" and "Updated 2024". A blue banner states: "A subset of this occupation's profile is available. Data collection is currently underway to populate other parts of the profile." Below this, there is a paragraph of text describing the occupation: "Research, design, and develop computer and network software or specialized utility programs. Analyze user needs and develop software solutions, applying principles and techniques of computer science, engineering, and mathematical analysis. Update software or enhance existing software capabilities. May work with computer hardware engineers to integrate hardware and software systems, and develop specifications and performance requirements. May maintain databases within an application area, working individually or coordinating database development as part of a team." Below the text, there is a section for "Sample of reported job titles": "Application Developer, Application Integration Engineer, Developer, Infrastructure Engineer, Network Engineer, Software Architect, Software Developer, Software Development Engineer, Software Engineer, Systems Engineer". There are several tabs: "Summary", "Details", "Custom", "Easy Read", "Veterans", and "Español". Below the tabs, there is a "Contents" section with a dropdown arrow. The "Occupation-Specific Information" section is expanded to show "Tasks". There is a dropdown menu showing "5 of 19 displayed". The tasks listed are: "Analyze information to determine, recommend, and plan installation of a new system or modification of an existing system.", "Analyze user needs and software requirements to determine feasibility of design within time and cost constraints.", "Confer with data processing or project managers to obtain information on limitations or capabilities for data processing projects.", "Confer with systems analysts, engineers, programmers and others to design systems and to obtain information on project limitations and capabilities, performance requirements and interfaces.", "Consult with customers or other departments on project status, proposals, or technical issues, such as software system design or maintenance." Below the tasks, there is a section for "Technology Skills" with a dropdown menu showing "5 of 65 displayed". The skills listed are: "Data base user interface and query software" (Airtable, Apache Hive, Blackboard software, GraphQL), "Development environment software" (Apache Kafka, Apache Maven, Oracle Java 2 Platform Enterprise Edition (J2EE), Oracle SQL Developer), "Object or component oriented development software" (Apache Spark, Objective C, Scala, TypeScript), "Operating system software" (Apple iOS, Google Android, Microsoft Windows Server, UNIX Shell), and "Web platform development software" (Bootstrap, Eclipse Jersey, React, Vue.js). At the bottom, there are two sections: "Hot Technologies" (requirements most frequently included across all employer job postings) and "In Demand skills" (frequently included in employer job postings for this occupation). Both sections have links to see all related items.

Step Five

Make a list of all the **positive** ways the new career will impact your life.....

- Personal Fulfilment
- Relationships
- Money
- Time
- Health



Positivity



Talk with your group about the positive ways your life will change.

- Personal fulfilment
- Relationships
- Money
- Time
- Health

Step Six

Put it into action...

- Start with an action plan
- Create a core resume
- Build targeted resumes
- Learn the new interviewing techniques and technology



Keep in mind



- You're the one driving the change
- Take small actions
- Personal fulfilment
- Trust your instincts
- Find your *"walk away point"*
- Your journey will be different

Thank you for attending our workshop today.

We'd appreciate your feedback. Please click on the link below to access our workshop evaluation. We especially enjoy your personal comments.



Workshop Evaluation, link

<https://fs8.formsite.com/adworks/Evaluations/index.html>

PowerPoint and Handout, link

<https://www.adworks.org/index.php/job-seekers/online-powerpoint-workshops/>

To reach a Career Services Advisor, link

<https://fs8.formsite.com/adworks/form52/index.html>