

EQUILIBRIA CAREER GUIDANCE: PROGRAMME STAGES

The various Career Guidance Stages are delivered interactively and may overlap from time to time.

STAGE 1: CAREER ORIENTATION AND PREPARATION

Orientation

- Overview of career guidance process
- Career guidance study guide
- Student Profile training

Outcomes

- Obtain Career Portfolio
- Read study guide

STAGE 2: SELF-EXPLORATION

Self-knowledge

- Questionnaires and psychometric tests to determine interests, personality, abilities, talents, values.
- Parents compile student profile
- Narrative testing
- Individual career counselling
- Students compile Personality Profiles
- Motivational training
- Reality testing

Outcomes

- Personality Profile completed
- Parent Profile completed
- Sufficient self-knowledge
- Reality testing results

STAGE 3: CAREER EXPLORATION

Exploration of career options

- Internet research
- Brochures and marketing materials
- Videos
- Individual career counselling
- Career research training
- Decision-making skills training
- Collaborative group work
- Career expos and open days

Outcomes

- Self-knowledge integration with career options
- Preliminary career choices: 2 career fields
- Preliminary choice of study options: 2 study programmes
- Preliminary choice of tertiary institution/s
- Appointments and arrangements for fieldwork research

STAGE 4: PRACTICAL CAREER RESEARCH

Fieldwork Career Research

- Job shadowing in 2 careers
- Networking
- Individual career counselling
- Interviews with professional people in 2 careers
- Narrow down career options

Fieldwork Study Research

- Visit tertiary institutions
- Attend classes (student shadowing)
- View handbooks of courses
- Interview lecturers
- Interview students
- Gather information on entry requirements, costs of study programmes, lodging options, application procedures.

Outcomes

- Career Research Report
- Final career choice
- Vocational options identified
- Final choice of study programme
- Final choice of tertiary institution
- Sufficient information to do final career planning

STAGE 5: FINAL CAREER PLANNING

Further study

- Submit application form and cover letter
- Arrange accommodation
- Apply for bursaries
- Draw up a budget
- Pay deposits and fees

Entering job market

- Refine CV
- Networking
- Job applications cover letter
- Review interview skills

Become an entrepreneur

- Write a business plan
- Do a feasibility study
- Find a niche market
- Draw up a marketing plan
- Do business planning