



# Pathways

## Student Career Services | Co-operative Education Program | St. Francis Xavier University

Career planning can seem like a daunting and complex task that involves learning, growing, changing, and experiencing. Career Planning is a lifelong process that unfolds throughout your life. "Career" is a lifestyle concept that involves the sequence of work, learning and leisure activities in which one engages throughout a lifetime. When making career decisions, uncertainty and happenstance plays a huge role. Also, remember it is not about making a single decision! Keep multiple options on the table. The career planning process consists of self-assessment, exploring occupations, making decisions, and goal setting.

The first step is discovering one's self. This can be accomplished by learning about strengths, interests, personality, skills, career values, and aptitude. Questions to help you find answers include: What do I do well? What skills do I have? What type of work would I like to do or not do? What kind of hobbies/interests do I have?

There are numerous ways to explore options. [Careercruising.com](http://careercruising.com) is a website that outlines the different occupations, salary, progression, and post-secondary institutions that provide the education or training. Other options include co-op education, volunteering, job shadowing, informational interviewing, service learning, working a part-time or summer job, and reading job advertisements.

After the self-discovery and exploration of occupations, the next step is making decisions. Questions to help you find answers include: Will I be motivated to do the job? Do I have the skills and experience? What kind of work will make me proud? What does the labour market look like?

Now that informed decisions have been made, the next step is developing goals. The goals should be SMART (specific, measurable, attainable, realistic and timed).

## Tips for Success

**1. Ask questions.** If you don't know something, ask a question. There are individuals in your life that can help you along your career path. Asking questions will help you to find answers which leads to making informed decisions.

**2. Everybody knows everybody and people talk.** When you are working or volunteering, make sure you put forth your best effort. As a result, you will be building not only your reputation but also your employability skills. This will help you to build your network and references, and add more transferable skills to your resume.

**3. Professors can make good references.** Many of the employment competencies employers want are covered in your classes as part of your academic program. Being aware of, and working on skills you may struggle with, will benefit you in your endeavors.

**4. Be an active participant in your career journey.** Discover your likes, interests, strengths, goals, career values and types of occupations that exist. It is hard work going through the different career planning stages. Think of it more as a journey.

## Resources

### StFX Student Career Services

Can help answer the question what you can do with your degree and help in all steps in the career planning process. The office can also administer the Myers-Briggs Type Indicator (MBTI) and Strong Interest Inventory. Both assessments can help individuals increase self-awareness.

### StFX Academic Advising

Assists students with developing meaningful educational plans and act as an academic resource.

### Careercruising.com

An excellent comprehensive and interactive career guidance resource that provides information to help students make informed career choices. Please contact the StFX Student Career Services for the login information.

### JobBank (Federal Government of Canada)

<http://www.jobbank.gc.ca/>

Allows job seekers to search for jobs, explore careers, and provides information on job market trends.

### Book: What Colour is Your Parachute 2014 by Richard Bolles

Outlines the career planning steps and contains activities that will help you go through the career planning steps.

### Careers Nova Scotia

<http://careers.novascotia.ca/>

Provides information and activities on getting to know who you are, exploring occupations, and making decisions.

# Options at StFX

The following table outlines the different program and major options available to students at the undergraduate level. It also lists examples of experiential opportunities, the employment competencies you could obtain, potential employment sectors where you could work, and other post-graduate professional education options both at StFX and beyond. Regardless of what program and major you choose, you can get involved with various experiential opportunities and gain numerous employment competencies that are used in various employment sectors.

	Major	StFX Experiential Opportunities	Employment Competencies	Employment Sectors	Post-Grad / Professional Education
Arts	<ul style="list-style-type: none"> <li>Anthropology</li> <li>Aquatic Resources</li> <li>Art</li> <li>Canadian Studies</li> <li>Catholic Studies</li> <li>Celtic Studies</li> <li>Classical Studies</li> <li>Computer Science</li> <li>Development Studies</li> <li>Economics</li> <li>English</li> <li>History</li> <li>Human Kinetics</li> <li>Math</li> <li>Modern Languages</li> <li>Music</li> <li>Philosophy</li> <li>Psychology</li> <li>Public Policy and Governance</li> <li>Religious Studies</li> <li>Sociology</li> <li>Women &amp; Gender Studies</li> </ul>	<ul style="list-style-type: none"> <li>Arts and Culture</li> <li>Athletics</li> <li>Coady Institute Conversational Volunteers</li> <li>Co-operative Education</li> <li>Frank McKenna Leadership Centre</li> <li>International Exchange</li> <li>Intramurals</li> <li>On-Campus Jobs (StFX has over 200+ student jobs)</li> <li>Recreation</li> <li>Research opportunities with Faculty</li> <li>Service Learning</li> <li>Speaker Series (across programs)</li> <li>Student Societies (100+)</li> <li>Students' Union</li> <li>WellSpring</li> <li>X-Project</li> </ul>	<ul style="list-style-type: none"> <li>Analyzing &amp; Investigating</li> <li>Assertiveness</li> <li>Attention to Detail</li> <li>Computer Skills</li> <li>Conceptualization</li> <li>Continuous Learning</li> <li>Critical Thinking Skills</li> <li>Decision Making</li> <li>Delegating</li> <li>Dependability &amp; Responsibility</li> <li>Document Use/Research Skills</li> <li>Editing/Summarizing</li> <li>Flexibility &amp; Adaptability</li> <li>Global Awareness (school, community, province, country, world)</li> <li>Independence</li> <li>Initiative &amp; Self-Motivation</li> <li>Innovation &amp; Creativity</li> <li>Interpersonal</li> <li>Languages</li> <li>Leadership</li> <li>Listening Skills</li> <li>Making Decisions</li> <li>Management</li> <li>Managing Multiple Priorities</li> <li>Multicultural Awareness</li> <li>Numeracy</li> <li>Persuading &amp; Influencing</li> <li>Planning &amp; Organizing</li> <li>Problem Solving</li> <li>Professionalism</li> <li>Questioning</li> <li>Reading</li> <li>Reliability</li> <li>Resilience</li> <li>Self-Confidence</li> <li>Self-Directed Learning</li> <li>Self-Management</li> <li>Self-Reliance</li> <li>Stress Tolerance</li> <li>Subject-specific Skills</li> <li>Teamwork</li> <li>Technical Skills</li> <li>Think Independently</li> <li>Time Management</li> <li>Verbal &amp; Written Communication</li> <li>Work Ethic</li> </ul>	<ul style="list-style-type: none"> <li>Architecture &amp; Construction</li> <li>Arts &amp; Culture</li> <li>Business &amp; Finance</li> <li>Computers &amp; Telecommunications</li> <li>Education &amp; Social Services</li> <li>Fashion &amp; Design</li> <li>Law &amp; Government</li> <li>Medical &amp; Health</li> <li>Natural Resources &amp; Transportation</li> <li>Science &amp; Engineering</li> <li>Service Industry</li> <li>Skilled Trades</li> <li>Sports &amp; Recreation</li> <li>Tourism &amp; Hospitality</li> </ul>	<p><b>Formal Learning</b> Diplomas, Certificates, Undergraduate, Masters, PhD's gained at post-secondary institutions.</p> <p>Professional credentials obtained through the profession's regulatory body. Some examples: Chartered Professional Accountant, Registered Dietitian, Project Management, Canadian Human Resources Professional, Certified Canadian Counsellor, Registered Nurse, Teacher's Certificate</p> <p>Employee Training Development. These are opportunities to enhance skills or competencies. Training is provided by the employer. Some examples include Leadership, Management, Communication, Conflict Management, and Technology.</p> <p><b>Informal Learning</b> Self-Directed. This can include conducting your own research through reading professional journals or trade publications.</p> <p>Attending professional conferences or workshops. This is a great way to learn what is going on in the field and meet new colleagues.</p> <p>Networking and Mentorship. Your ability to build relationships through networking or mentorship will provide additional learning opportunities.</p>
	Business	<ul style="list-style-type: none"> <li>Accounting</li> <li>Enterprise Systems</li> <li>Entrepreneurship</li> <li>Finance</li> <li>International Business</li> <li>Management and Leadership</li> <li>Marketing</li> </ul>			
Science	<ul style="list-style-type: none"> <li>Aquatic Resources</li> <li>Biology</li> <li>Chemistry</li> <li>Computer Science</li> <li>Earth Science</li> <li>Engineering</li> <li>Environmental Sciences*</li> <li>Human Kinetics</li> <li>Human Nutrition</li> <li>Math</li> <li>Nursing</li> <li>Physics</li> <li>Psychology</li> </ul>				
Education	<ul style="list-style-type: none"> <li>Adult Education</li> <li>Education</li> </ul>				
BASC	<ul style="list-style-type: none"> <li>Health</li> <li>Climate &amp; Environment</li> </ul>				