

# What Family Members Can Do to Help in the Career Decision Process

## First Semester

- Students need to concentrate on academics, learning how to study effectively and strengthening their time management skills—and most importantly keeping their grades high. A high GPA is required in some career fields.
- Career Planning can begin next!

## Encourage your student to visit Career Services

Career Services is located in the University Center, Room 225. We offer a full range of career development and job-search help including:

- Career planning/career advising
- Cooperative education
- Assistance with résumé and cover letter development, interviewing skills, and job-search strategies
- Online job database – HireNKU – with postings for co-ops, internships, and full-time professional jobs
- Listings for part-time and full-time jobs not requiring a degree
- Career fairs and on-campus interviews
- Connections to employers in the Northern Kentucky/Cincinnati area and beyond
- Website: <http://careerservices.nku.edu>

## Encourage your student to explore his/her career options

- Talk with your student about career interests and help him or her build an information base for various careers of interest.
- Encourage your student to explore personal qualities, talents, interests, and skills.
- Help your student think about factors to consider when choosing a career – job market, salary, long-range opportunities, skills required.
- Suggest that your student talk with individuals currently working in fields of interest.
- Encourage your student to take advantage of mock interview opportunities.
- Encourage your student to take CEP 101: Career Development, a course to help students with career/major exploration.
- Remember: This is a process, not a onetime decision.

## Put your student in charge of the decision

- Your student must determine his/her own destiny. Otherwise, you will be held responsible for failures or decisions made on your student's behalf.
- Help your student find occupations that focus on his or her personal interests, not yours. What you like or deem important isn't always what your student likes or deems important. Yes, you want your student to make money, but success and happiness in a job for an individual often require more than high compensation.
- Encourage the formation of a back-up plan. Life happens.

## Emphasize the importance of Cooperative Education and Internships – Help them grow skills

- Relevant experience is critical in the job market and gives your student a competitive edge in the job search.
- Co-ops and internships help confirm the choice of a major/career.
- Students may pursue co-op and internship possibilities as early as their sophomore year.

## Grow Leadership

- Leadership and relevant experience are critical to an employer.
- Encourage and support your student in exploring and participating in extracurricular activities.
- Involvement in campus organizations allows students to gain leadership experience and make connections.
- Offer guidance if your student has challenges balancing academics, employment, and campus activities.