

Additional Career Resources

CareerInfonet.com – Extensive career resource library and more: specialized searches tailored to student, jobseeker, workforce professional, employer

WetFeet.com – Research careers, companies, cities, and more – adjunct salary projection tool, provided by payscale.com

Vault.com – “The Insider Career Network” – includes subsections on diversity, hot topic articles refreshed daily, and resume tools

CareerBuilder.com – additional resources and search opportunities

Online.onetcenter.org – Research occupations, speculated growth, and necessary skills sets, excellent tool to give both global overviews and specific details of targeted job

Regent University Support

[Career Resource Center](#)

757-352-4927 to make an appointment for free services

School of Communication and the Arts Career Services

Alumni & Career Services Coordinator – Grace Alegre, 757-352-4746

Divinity Career Services

Director of Career & Alumni Services – Ella Thompson, 757-352-4972

School of Education

Assistant Dean – Jeff Ludvik, 757-352-4251

School of Global Leadership & Entrepreneurship Career Services

Alumni Support Specialist – Nile Gomez, 757-352-4885

Robertson School of Government Career Services

J. Clayton Ricker, 757-352-4572

School of Law Career Services

Tina Owens, 757-352-4915

School of Psychology & Counseling

Career & Field Placement Coordinator – Kara Hanger, 757-352-4252

School of Undergraduate Studies

Director of Student Services – Kyle Graham, 757-352-4187

Selecting a Career Path that Matches Your Identified Core Career Values: A Process of Application, Evaluation, and Reconciliation

Congratulations! Through completion of our Career Values Survey assessment tool, you are likely looking at your identified core career value; a one to two word description that speaks to what element you would likely most appreciate in a job environment. If you are like most people, you are likely unsure exactly what, if anything, that tells you about how to proceed in your job search. While we can't promise you'll find your dream job in the coming pages, you will hopefully find helpful suggestions or a new line of questions to ask yourself as you proceed.

Application

So you find yourself with your identified core value(s) staring back at you from your assessment paper or computer screen. The first question that probably pops to mind is "What type of job environment would most accommodate my desire for value X?" The path to answering such a question is fairly straightforward and helps generate hypotheses. For instance, someone with a background in chemistry whose results indicate a strong preference for social interaction on the job (e.g. "Friendship", "Public Contact") would likely not wish to seek employment in a research lab. Rather he or she may well consider a consulting position. Similarly someone with a degree in law whose results show a preference for a position with considerable benefits (e.g. "High Salary") would likely not opt for a position with a non-for-profit agency.

The process of determining how best to apply your core values within your given field of interest can range from generating straightforward assumptions like those examples above to conducting career searches utilizing career specific resources such as Vault.com or global search engines such as Google or Yahoo. The bottom line is that you need a place to start. Generate your own assumptions, ask advice of professors or colleagues, utilize job search medium, or consider broad based search engines.

Evaluation

Once you have a starting point and some prospective job environments that seem to match your core job values, it would be prudent to start the process of evaluation to determine whether your assumptions are accurate. The first suggestion in determining whether a particular job is offering an environment that matches your values is networking. This is particularly beneficial if you find you are uncertain about the likelihood of a match, especially if you want to be certain prior to committing to the application and interview process. Networking can take place through professors, university or program alumni, or professional networking websites. Remember to maintain professional decorum in networking situations even when your age would otherwise make you peers.

As you get more secure in your certainty that a particular job environment or position is appropriate to your priorities, evaluation would likely be most beneficially continued by way of research. Above and beyond ensuring adequate preparation for the face to face interview, it is essential you are familiar with the job's offerings, requirements, and

restrictions. If you enter the interview unprepared, it is near impossible to ensure what is being offered in the interview is in line with company standards, advertised job description, or published benefits to name a few.

When you have made it to the interview phase, evaluation continues to ensure what you have researched, learned of the job environment, and come to expect to be true of the environment, benefits, job responsibilities etc is actually in line with your core values. Having done your research, evaluation at this stage most readily takes the form of informed questions or points of clarification posed to your interviewer. Be cautious, however, that while questioning a potential point of incongruence your tone or demeanor does not turn accusatory or otherwise off-putting; miscommunications or misunderstandings do happen despite the level of professionalism of the environment.

In some cases prospective employees are afforded the opportunity to tour facilities, workspaces, or otherwise interact with current employees. It is acceptable and encouraged to continue the process of evaluation during these times. Ask yourself while touring; Does this appear to be a socially stimulating or stifling workspace? Is the potential for advancement apparent? Are there team projects available and in progress? It is also acceptable within appropriate and professional bounds to pose similar questions to current employees. Again, however, tread carefully in how you pose such questions in that you do not want to undermine your interviewer's integrity or come across as suspicious or otherwise rude or offensive. The bottom line is this: put stock in what your interviewer tells you, but do not ignore misgivings you may feel in reaction to your own observations of the work environment.

The final element of the evaluation process is also one that comes toward the end of the job application process and involves the comparison between what you have researched, seen and heard in your interview, and now what you will likely receive in writing by way of contracts, benefits, and policies/procedures. It is important in some cases more than others (e.g. those whose core values indicate a strong preference for material benefits and opportunities for advancement v. those who prefer sociability) to ensure all that has been said and offered is matching what is in writing. Otherwise, you may find that despite your best efforts to evaluate a job site for its match to your core values, signing on with this particular employer would result in your discontent.

Reconciliation

Let us now say that despite best efforts to match a job environment to your identified core value(s), you are offered a position and have found in the interview process that the crucial element you believed would match your values simply does not. It is acceptable within professional decorum to cite your reason for wishing to decline an offer, but be cautious. It is appropriate in so far as you demonstrate professionalism and are not openly accusatory or presenting yourself in a manner that could potentially damage your chances of being employed within similar circles as the current employer. Conversely, you also may have the option, depending on either the flexibility of the employer/position or the degree to which you find yourself willing or able to compromise, to revisit your point of concern with your interviewer for further clarification or compromise. You would have to

know for yourself first how passionate you are about the job, and if you would have the same degree of passion if asked to adapt to the job particulars as they stand.

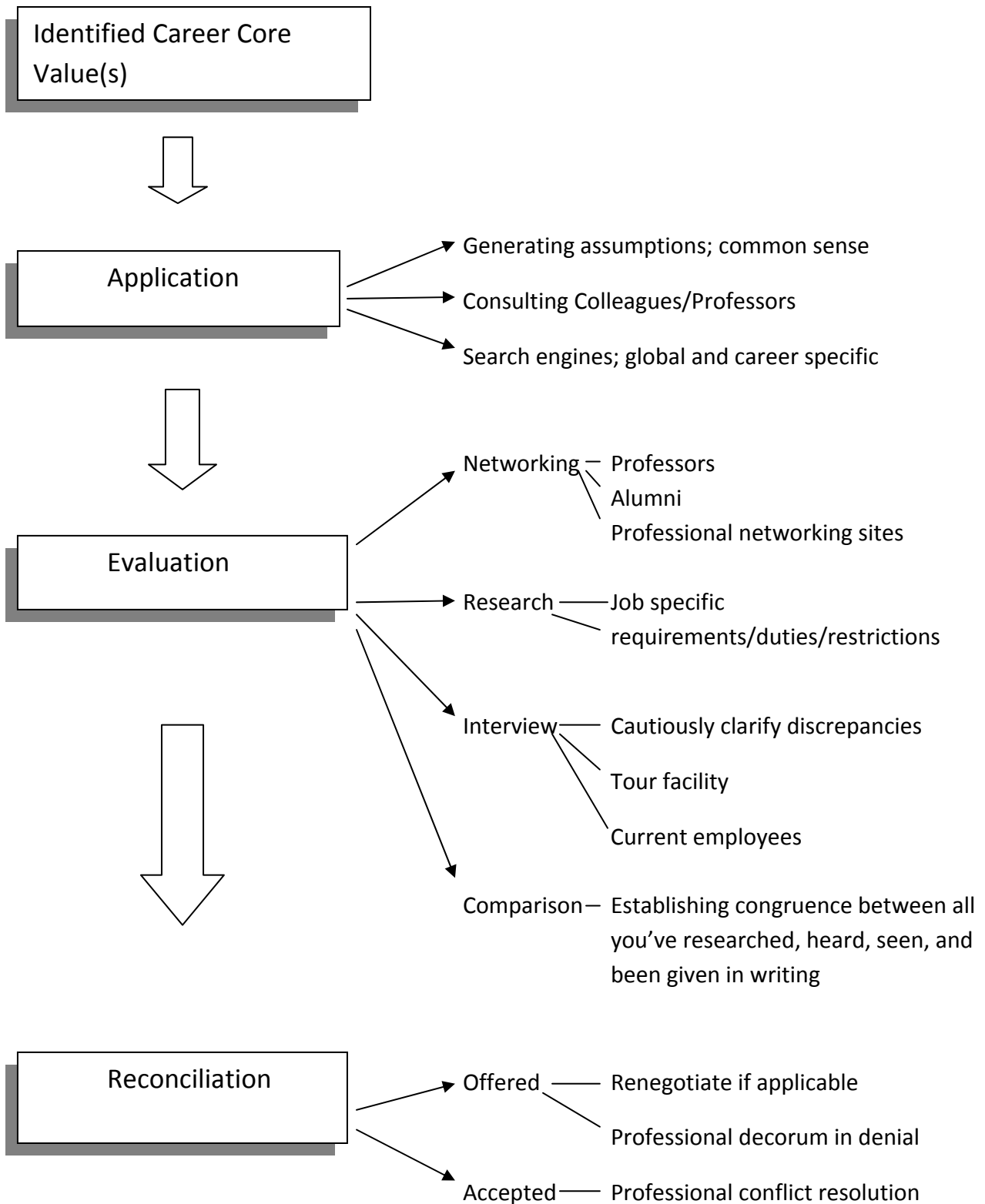
If, however, you discover such crucial discrepancies only after having accepted the job and signing your contract, your path forward will likely require donning a tone of professional conflict resolution. It is imperative at this point that you are familiar with exactly what you have signed agreement to in the contract. From there, you have the ability to discuss in a spirit of professionalism and conflict resolution that which is not ironclad and possibly negotiable. Bottom line; be able to acknowledge your own potential areas of misunderstanding, miscommunication, and mistaken evaluation prior to insisting anything of your employer's role in the discrepancy.

We hope that your experience with our workshop on Career Values has been a positive and informative one despite being at a distance. For further tools and resources, feel free to take a moment to review the accompanying resources page. There you will find career specific search tools as well as career services offered by Regent University and many of the individual schools and programs. Please feel free to contact us at the Career Resource Center if we can be of further assistance or guidance on your route to rewarding and meaningful employment.

Thank you for joining me in this workshop,
Sarah Camp, Career Consultant
Doctoral Student in Clinical Psychology

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Steps Toward Value-Congruent Employment



CAREER VALUES

Listed below are “career values”, the aspects of a job that bring satisfaction. Read each item carefully and mark the values that you consider important to you.

Adventure: Working in a job that requires taking risks

Affiliation: Be recognized a member of a particular organization

Artistic: Engage in creative work in any of several artistic forms

Competition: Working in a job in which you compete with others whether there are clear win-and-lose outcomes

Creativity and Self-Expression: Working in a job in which you use your imagination to find new ways to do or say something

Excitement: Experience a high degree of excitement during the course of your work

Flexible Work Schedule: Working in a job in which you choose your hours of work

Friendship: Develop close personal relationships with people as a result of my work activities

Helping others: Working in a job in which you provide direct services to persons with problems

High Salary: Working in a job in which there is a strong likelihood of accumulating large amounts of money or material gain

Independence: Working in a job in which you decide for yourself what work to do and how to do it

Influencing others: Working in a job in which you influence the opinions of the decisions of others

Intellectual stimulation: Working in a job which requires a considerable amount of thought and reasoning

Leadership: Working in a job in which you direct, manage, or supervise the activities of others

Location: Working in a job in an area which is conducive to your lifestyle and affords you the opportunity to do the things you enjoy most

Make decisions: Have the power to decide courses of actions, policies, etc

Moral Fulfillment: Feel that your work is contributing significantly to a set of moral standards which you feel are very important

Outside work: Working outdoors

Persuading: Working in a job in which you personally convince others to take certain actions

Physical work: Working in a job which requires substantial physical activity

Power and Authority: Working in a job in which you control the work activities or the destinies of other people

Precision work: Working in a job in which there is very little tolerance for error

Prestige: Working in a job which gives you status and respect in the community

Public Attention: Working in a job in which you attract immediate notice because of appearance or activity

Public contact: Working in a job in which you have day-to-day dealings with the public

Recognition: Working in a job in which you gain public notice for the quality of your work

Research work: Working in a job in which you search for and discover new facts and develop ways to apply them

Routine work: Working in a job in which you follow established procedures requiring little change

Seasonal work: Working in a job in which you are employed only at certain times of the year

Security: Be assured of keeping your job and receiving reasonable financial reward

Supervision: Working in a job in which you are directly responsible for the work done by others

Travel: Working in a job in which you take frequent trips

CAREER QUEST: CLARIFYING CAREER VALUES

Sarah A Camp

Doctoral Student in Clinical Psychology

CRC Career Consultant

Career Values

- ▣ Brief definition
- ▣ Intrinsic v. Extrinsic
- ▣ Indicative of what exactly?
- ▣ I've identified my career value; where do I go from here?

Matching Career Path to Career Values

- ▣ Application – generating ideas on how to proceed in one's efforts to match career values to a job environment
- ▣ Evaluation – process of evaluating a potential job environment for congruency with identified core career values
- ▣ Reconciliation – options for proceeding when job environment shows incongruence with values
 - Prior to and after job acceptance

Application

- ▣ A process of narrowing a global field of job possibilities to those that are more likely to match your identified core career values
- ▣ Bottom line - it's a place to start
 - Common sense assumptions
 - Consult with professors/colleagues familiar with the field you are looking to enter
 - Search engines – global or career specific

Search Engines

- ▣ Global – broad search terms that will generate a range of responses
 - Best utilized if you find you are truly stuck without a starting point
- ▣ Career oriented search engines
 - Vault.com
 - Wetfeet.com
 - Careerinfonet.com
 - O*net

O*net

- ▣ www.online.onetcenter.org
 - Excellent resource for not only generating ideas within job field but also assists in matching career values to job type
 - ▣ “Find Occupation”
 - ▣ “Job Family” – If you find you’re stuck generating ideas
 - ▣ “O*NET Descriptor” → “work values”
 - Select value from list
 - Tailor results further by providing desired job zone

Evaluation

- ▣ Process of determining how close you've come in matching job environment to target career values
- ▣ Continuous process from job application through interview and acceptance
 - Networking
 - Research
 - Interview
 - Comparisons

Networking

- ▣ Once you have identified a job environment that likely matches your value(s), tailor networking to those either in or familiar with target job environment
 - Professors
 - Alumni
 - Professional networking sites
 - ▣ LinkedIn.com
 - ▣ <http://www.washingtonpost.com/wp-dyn/content/article/2008/08/21/AR2008082102844.html>

Research

- ▣ You've already done research to generate potential job choices, continue research once job application becomes serious and interviews are offered
 - Job specific – research at this point becomes narrow in focus on specific job environment, company, etc
 - Identify job/employer's prerequisites, specific duties, and restrictions
 - ▣ Is there anything within requirements or job duties that conflict with values?
 - ▣ Can utilize this research to generate discrepancies you wish to have clarified in the interview

Interview

- ▣ Your opportunity not only to impress your interviewer, but to further evaluation and clarify any identified discrepancies between perceived match between value and environment
 - Clarify cautiously – maintain professionalism
 - Observations during tour of facility
 - Opportunities to talk with current employees
 - ➔ Tread carefully in addressing discrepancies: use caution to not undermine integrity of interviewer but attend to your first hand observations and intuition

Comparisons

- ▣ Take stock in all you've seen, heard, and read –
 - Does the job, requirements, setting etc match your identified core career value in the way you anticipated?
 - Is there incongruence between what you've come to expect and what was presented during the interview?
 - Are the discrepancies a product of miscommunication or inaccurate research/preparation?
 - What should be the next step once discrepancies are identified?

Reconciliation

- ▣ Options in resolving identified discrepancies and incongruence between job and core values
- ▣ Job has been offered but not yet accepted
 - Explore potential for renegotiation of job position, benefits, responsibilities, salary etc.
 - If irreconcilable and you choose to decline offer, maintain professional decorum
 - ▣ Recognize potential for jeopardizing future positions if handled unprofessionally
- ▣ Job has been both offered and accepted
 - Professional conflict resolution

Questions?

- ▣ Please pick up handout to find additional resources
 - Contact information for Regent's Career Resource Center including contact number for scheduling appointment with career consultant
 - Contact information for school specific career resources
 - Career oriented search engines and websites with brief description of each

Career Quest: Clarifying Your Values

Please give us your [feedback](#).