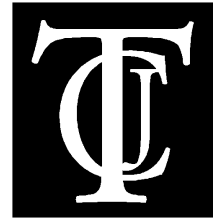


# Tyler Junior College Career Services



## *Providing Resources for the Job Market*

**Career Services (CS)** is located in Pirtle Technology 128. Career Services provides resources for students who are undecided about their major or future occupation, for students who are looking for a part-time job, for students who are looking for an internship experience, and for graduating students who need help with their job search. Non-TJC students are welcome to use the services as room allows.

### **CAREER COUNSELING**

Career Services provides vocational and career counseling to students, alumni and the community. You can take a career assessment that is based on personality or interest. There are both online assessments and pencil and paper assessments.

### **OCCUPATIONAL INFORMATION**

The Resource Room contains over 250 books and videos on occupations and career planning and nearly 150 college catalogs for post-secondary educational planning. These resources are indexed and the Career Services employees can help you find what you need. Bring your notepad and plan to spend an afternoon gathering information or just browsing, as these items cannot be checked out.

### **CAREER WORKSHOPS**

Career Development workshops are offered each long semester. These workshops are designed to encourage students to consider viable career options. Students complete an extensive self-assessment, research the job market, study the economy, and develop appropriate job-search skills.

## ***10 Ideas for Career Exploration:***

- 1) *Take a Career Class:* Attend a career workshop or Intro to Health Professions (HLTH 1370).
- 2) *Study the TJC Catalog:* You might find a major you love.
- 3) *Use the CS Resource Room:* Browse through the videotapes, books, and college catalogs for ideas and information.
- 4) *Read Magazines and Newspapers:* You can use the Reader's Guide to find articles about careers.
- 5) *Visit the TJC Library:* Look up subject headings such as job hunting, jobs, occupations, professions, work, employment, vocational guidance, or labor.
- 6) *Explore the Career Services Web Page:* [www.tjc.edu/careerservices/](http://www.tjc.edu/careerservices/). Spend some time there.
- 7) *Attend Career Events:* Watch for announcements and plan to attend. You can also attend other area Job Fairs.
- 8) *Study a H.O.T. Jobs Guide:* You will find career information about careers in the health care field.
- 9) *Take Choices:* This is a computer program, which helps you decide on your interests, values, and skills. It also provides information on over 650 occupations.
- 10) *Visit with the Career Services Director, Program Director, or Academic Advisor!*