



Session 5: Develop a Career Plan

Charting Your Course to Success



Recap

- Review progress from the previous session on Academics and Extracurricular activities and discuss any tasks your mentee has completed. Address any questions or challenges they faced.

INTRODUCTION

Welcome to Session 5, which is to be covered in Week 9 & 10. This session equips you to guide your mentee on the exciting journey of developing a career plan. By fostering self-reflection, exploring career options, and setting achievable goals, your mentee can bridge the gap between academic pursuits and their desired future career path.

This session will help your mentee identify potential career interests and encourage them to begin preparing while still in school. Since some careers require more than just classwork, it's important to guide your mentee in determining what they want to pursue in the future and to start taking proactive steps, such as preparing for certifications that may not be part of their regular coursework.



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Understanding the Importance of a Career Plan

Purpose

A career plan provides direction and helps mentees stay focused on their long-term career goals.

Benefits

Career planning enhances clarity, motivation, and the ability to make informed decisions about education and career choices.

Self-Assessment

Guide

Facilitate a self-assessment activity to help your mentee identify their strengths, weaknesses, interests, and values. Utilize career assessment tools, personality tests, or simply guide them through reflective questions about their passions, preferred work environments, and desired skills.

Activity

Encourage them to identify 3-5 key skills and strengths that they want to develop further throughout their academic journey.

Exploring Career Options

Guide

Introduce your mentee to the vast array of career possibilities. Encourage them to research various fields, industries, and job titles that align with their self-assessment results. Discuss potential career paths that leverage their interests and utilize their strengths.

Activity

Have your mentee identify 2-3 potential career paths that pique their curiosity and seem like a good fit based on their self-assessment.



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Setting Career Goals

Short-Term Goals

Define immediate objectives, such as internships, certifications, or coursework.

Long-Term Goals

Establish long-term career aspirations and the steps needed to achieve them.

SMART Goals

Ensure goals are Specific, Measurable, Achievable, Relevant, and Time-bound. Assist your mentee in setting achievable career goals based on their self-assessment, chosen career path, and skill development plans. These goals could include:

- Completing specific coursework or earning relevant certifications.
- Securing an internship or volunteer position in their field of interest.
- Attending industry conferences or workshops to develop specific skills.
- Connecting with a certain number of professionals in their desired career field.

Identifying Skills and Knowledge Requirements

- **Industry requirements** - Guide your mentee through research skills, qualifications, and experiences required in the desired career field.
- **Educational pathways** - Identify relevant educational programs, certifications, and training opportunities.
- **Skill development** - Focus on both hard skills (technical abilities) and soft skills (communication, teamwork, problem-solving).

Developing Career-Related Skills

Guide

Discuss the importance of acquiring the skills and knowledge necessary for their chosen career path. Explore various ways to develop these skills:

- **Course Selection**

Strategically, identify the key skills and knowledge required for their chosen career paths. Select the educational programs, certifications, and training



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opportunities needed to acquire these skills. Advise them to consult with their academic advisor to ensure their coursework aligns with their career goals.

- **Internships and Co-ops**

Encourage participation in internships, or research opportunities. These experiences provide valuable hands-on learning and allow them to test their skills in a real-world setting.

- **Developing a professional network**

Building a network of professionals in their field of interest can provide guidance, mentorship opportunities, and potential job leads. Encourage them to attend industry events, connect with alumni in their desired field, and utilize online networking platforms like LinkedIn.

- **Volunteering**

Highlight the value of volunteering to build skills, gain experience, and expand their network.

- **Projects and portfolios**

Advise mentees to work on relevant projects and maintain a portfolio showcasing their work and achievements.

Activity

Have your mentee research internship or volunteer opportunities related to their chosen career paths. They should identify 2-3 programs that seem like a good fit and begin the application process if deadlines are approaching.

Continuous Learning and Adaptability

Lifelong Learning

- Emphasize the importance of continuous learning and staying updated with industry trends and advancements.



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Adaptability

- Encourage mentees to be adaptable and open to new opportunities and challenges.

Activity for Next Session

In preparation for Module 6: Leadership Development and Personal Growth

Encourage your mentee to reflect on their personal growth aspirations. Ask them to consider areas where they want to develop their leadership skills, communication abilities, or overall well-being. Additionally, have them research volunteer opportunities or leadership development programs offered by the university.

Feedback Form

Please fill out the feedback forms at the end of your meeting. Share the mentee feedback form with your mentee to fill out as well. Your input helps us improve the program, and we appreciate your assistance.

Mentor feedback form - <https://airtable.com/app9D3AZKrWuuIryo/shrEc8sDgcxbci9Wt>

Mentee feedback form - <https://airtable.com/app9D3AZKrWuuIryo/shrH0VAQT8he1C3kx>.