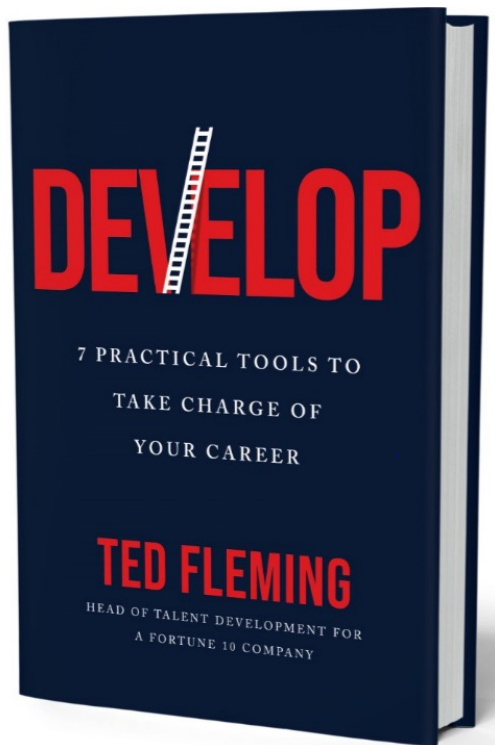


JOB EXPLORATION TOOLKIT



“*Develop* is the rare book that will help each reader tap into their unique talents, while also acknowledging their unique challenges, as they forge a path toward personal success.”

— **ELEASE WRIGHT**
vice chair of the National
Academy of Human Resources

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INSTRUCTIONS

Tool: Job Exploration

Purpose: Helps you answer the question: “What are you interested in exploring?”

This exercise expands the universe of possible job opportunities. It also helps you articulate what you are looking for in a concise manner.

Instructions: Step 1: Identify three industries/areas you are interested in exploring.

Step 2: For each industry/area, identify three companies or functions you admire.

Step 3: Identify three roles/jobs you are interested in pursuing.

Step 4: Write job exploration statements to share with people during networking conversations.

JOB EXPLORATION

Identify three industries/areas you are interested in:

1.

2.

3.

Identify three companies/functions for each industry/area:

1.

2.

3.

4.

5.

6.

7.

8.

9.

Identify three roles/jobs you are interested in:

1.

2.

3.

JOB EXPLORATION STATEMENTS

Job Exploration Statements

The goal is to better communicate the type of job you wish to explore to other people:

Job Exploration Statement Format:

I am interested in exploring _____ [role] in the _____ [industry] with a company like _____ [company].

Job Exploration Statement Example:

I am interested in exploring a **nurse case manager role** in the **healthcare industry** for an organization like **Hartford Hospital**.

STATEMENTS	
1.	
2.	
3.	