Career Decision-Making is a lifelong process. It is about exploring and experiencing the world of work. It is also about understanding your skills, interests, personality and values and combining these to create a meaningful framework for life.

The key to your career management process is an emphasis on self-assessment and knowing yourself. You must first understand yourself, then research options, evaluate all options in terms of which is the best fit for you then move forward with your decisions. The most important part of self-assessment is to ask yourself these key questions:

- Who are you?
- What are you good at?
- What do you enjoy doing?
- What is important to you?

Keep in mind that these answers can change throughout your life with new experiences and at different stages of your life. This is an ongoing process.

Now let’s dig a little deeper. Think about what skills you possess or what you are good at. What interests you in terms of your career, leisure activities, family life—what makes you tick? Do you have goals related to these areas of your life? What type of work environment lends itself to your personality, to your lifestyle?

Always keep in mind your career sweet spot. Career satisfaction comes when you pursue careers that utilize your skills, fit with your interests and personality and are in line with your values. This balance is difficult to achieve so always evaluate your options before moving forward. These elements are all fluid and change as your life changes. This is called career focused flexibility.

The art of focused flexibility means your plans should be a work in progress—not an absolute.

Having some idea of direction will make it easier to evaluate opportunities that come your way.

If you are very focused there is a risk of not being open to options. If you are too flexible you may try to grasp on to every opportunity and become overwhelmed.

With focused flexibility, you have narrowed down your options to about 2-3 possibilities.

Now you know about who you are and have a focused range of paths to take. At this point, how do you identify your options? Take a look at the Resource Library on the OCS website and also the Career Decision Making page which includes links to other helpful tools.

Ok so it’s now time to evaluate and decide. Talk with an OCS advisor. We can assist you in weighing your options and discussing the pros and cons of your choices. We can help you look at the right fit for you after considering your skills personality, interests and values. We are here to support you in all states of your career development and decision making process.