

# HOW TO ASSIST YOUR MENTEE TO EXPLORE CAREER OPPORTUNITIES



**Mentees will be at different stages when it comes to thinking about their future but it is never too early to start the process.**

You can get them started by:

- Asking simple questions about whether they have thought about what they would like to do in the future, or even asking what sort of things they would like to own in the future, which will stimulate conversation about earning money.
- Visiting different workplaces and talking to people who are employed in the areas they are interested in, and even ask if there are any opportunities for job placements in the future.
- Researching opportunities for work experience.
- Helping them write a CV.

Keep a journal with your mentee of ideas, who you visited, contact numbers/business cards and/or brochures that they can keep for the future.

## WHAT CAREER?

Working out what you want from a job can be daunting – making decisions about the future may seem difficult for your mentee especially if they are not fully aware of what choices are offered. Here are some ideas to help your mentee work out what career they may be interested in:

- **Existing Skills**  
Being able to identify existing skills or knowledge can help young people start to think about what opportunities lie ahead. Discuss skills with your mentee to help them work out what skill or knowledge gaps can be addressed with further training.
- **Skills For Employers**  
Your mentee may think they don't have the skills employers are looking for or may not know what employers value? You can help by helping identify the skills which are valuable to employers. Think about skills gained at school and outside school.
- **What about Qualifications**  
If your mentee left school without any qualifications, help identify the variety of work and training options they can

explore. Assist your mentee to access information about the different types of training available.

- **Work Values**

Values are the principles or beliefs that are important to each of us, and they affect all aspects of life – including work. Discuss values with your mentee to help identify what work values are important. This will help your mentee make decisions about what jobs or career paths might suit best.

- **Fitting Work in With Your Life**

What else does your mentee do? Consider the balance between work and their life outside work. Discuss what is important to them to ensure a good balance.

- **Stages of Career Development**

What's important in our career development at the different stages of our lives? Right from birth we develop skills and qualities that contribute to your eventual career. Discuss the different stages of development with your mentee to help them identify their stage and see their career as a development.



## REFERENCES & FURTHER INFORMATION

### National Career Resources

- Careers New Zealand provides independent career information and advice.  
[www.careers.govt.nz](http://www.careers.govt.nz)
- Careers New Zealand also offers an online chat facility with staff to get help with career planning, along with a tool to help create a curriculum vitae.  
[www2.careers.govt.nz/about-career-services/contact-us/chat-online-about-your-career-options/](http://www2.careers.govt.nz/about-career-services/contact-us/chat-online-about-your-career-options/)
- Te Kete Ipurangi offers advice on curriculum choices and guidance through the New Zealand education curriculum with a view to career development. It can be navigated in both Maori and English.  
<http://nzcurriculum.tki.org.nz/Curriculum-resources/Learning-and-teaching-resources/Career-education>
- Several New Zealand universities offer online career information and self-assessment tools for students or recent graduates of the universities.  
[www.auckland.ac.nz/uo/careers-library](http://www.auckland.ac.nz/uo/careers-library)  
[www.massey.ac.nz/massey/student-life/services-students/careers/career\\_services\\_massey\\_home.cfm](http://www.massey.ac.nz/massey/student-life/services-students/careers/career_services_massey_home.cfm)  
[www.otago.ac.nz/careers/students/links/](http://www.otago.ac.nz/careers/students/links/)