



St Mark Career Ministry: Skills and Assessment Tools

These tools cover a broad range. We realize people approach critical junctures in their jobs and careers with different needs that can range from the material, emotional, to the spiritual. They have to make significant decisions about the jobs they want and the careers they want to pursue, both short-term and long-term. They may be searching for spiritual fulfillment and looking for deeper personal insights and understanding. These tools try to cover some of these questions, to offer direction and practical guidance.

Career Exploration

- For people who are confused about their career direction, we include tools that can help them decide what their work interests and important work values are so that they can identify the careers or occupations they want to explore.
- Free on-line tools are available from the Department of Labor. These tools have been thoroughly researched and rigorously developed (www.onetcenter.org) One is of primary interest.
- **The Interest Profiler** helps people identify their interests.

Discovering God Given Talents:

- The CSF is an online measure of personal talent that identifies areas where an individual's greatest potential for building strengths exists. By identifying top talent themes, the CSF provides a starting point in the identification of specific personal talents, and the related supporting materials help individuals discover how to build upon their talents to develop strengths within their roles. Essentially, a philosophy of using talents as the basis for consistent achievement of excellence.
- To access this tool, you will need to buy one of two books: 1.) *Living Your Strengths*, by Albert L. Winseman, Donald O. Clifton, Curt Liesefeld. This is faith focused– both Catholic and Protestant Versions are available. 2.) *Strengths Finder 2.0* by Tom Rath. Business focus. Cost \$16-\$25
- Each copy of the book contains an access code and instructions to complete an online talent survey. The 35 minute assessment gives readers an explanation of their top five talent themes and practical suggestions to maximize their potential.

Gaining In-depth Personality Insight

- Hogan Personality Inventories provide detailed insight into the personality traits that enable leaders and managers to be successful, while also helping them understand the traits that might limit their leadership effectiveness.
- These tools can help people make strategic choices about their career options so that they can maximize their potential for success.
- The inventories are completed on line, and take 60 – 90 minutes. Costs: \$80+
- Detailed feedback given with the results give participants a clear understanding of the results and their implications.
- For more information, contact Joan: joan@mailingaddress.org or 704 892 6425