



APPLICATION FOR CAREER PLANNING



Planning Area: _____

Personal Information:

Name: _____

Address: _____

City/State/Zip: _____

Phone #: Day: _____ Evening: _____

Email Address: _____

Date entered Postsecondary Agricultural Training: _____

Date of Graduation: _____ **Major:** _____

Name of College/Institution: _____

Address: _____

Advisor Name: _____ **Phone #:** _____



APPLICATION FOR CAREER PLANNING



CAREER PLANNING GOALS

Please note all answers to 1 and 2 must fit onto this auto-entry page

1. Short-term Goals:

a. *What do you want to be doing two years from program completion?*

b. *Based on your interviews, what is your SHORT-TERM career goal?*

Target date to accomplish this goal? _____

Revision if above goal has been modified or changed from original (if any):

Target date to accomplish this goal? _____

2. Long-term Goals:

a. *What do you want to be doing in 10 years from program completion?*

b. *Based on your interviews, what is your LONG-TERM career goal?*

Target date to accomplish this goal? _____

Revision if above goal has been modified or changed from original (if any):

Target date to accomplish this goal? _____



APPLICATION FOR CAREER PLANNING

CAREER PLANNING OCCUPATIONAL SURVEY



Name of person interviewed: _____

Job Title: _____ Company Name: _____

Address: _____

Phone: _____ Email: _____

Brief Job Description:

Education Required: _____

Work Experience Required: _____

What professional organizations are you involved in and why?

What percent of your working time is spent in the following areas: *(doesn't need to equal 100%)*

Outdoors: _____ *Doing Paperwork:* _____ *Working with People:* _____

Working with animals: _____ *Working with machines/equipment:* _____

What is the entry level job availability? _____

What is the advancement potential from an entry level position? _____

Where are the jobs located? _____

Expected hours per week: _____ Approximate salary for entry level: _____

Potential fringe benefit associated with job? _____

What do you like most about your occupation? _____

What do you like least about your occupation? _____

What advice would you have for me if I were to consider this occupation?

Other comments:



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CAREER PLANNING OCCUPATIONAL SURVEY

Please note – all answers to 1-5 must fit on this page

What are the five most important tasks or duties needed to be successful in this occupation?

1.

2.

3.

4.

5.



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PLANNING FOR PROGRESS CAREER PROGRAM AREA *(Please note: all answers must fit on this page)*

On this page describe your plan to attain your short and long term goals.

A. Be specific as to the type/kind of training and work experience you will complete to attain your goals.

B. Briefly describe your plan to attain more leadership and human relations skills.



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CAREER PLANNING JUDGES'S CRITIQUE SHEET

Awards Area: _____

Applicant's Name: _____

I. Strengths:

II. Areas to improve:

III. Recommendations for growth:



APPLICATION FOR CAREER PLANNING



CAREER PLANNING JUDGES'S RATING SHEET

Awards Area: _____

Applicant's Name: _____

College/Institution Name: _____

Section I – STUDENT CAREER PLANNING GOALS (<i>Application pg. 2</i>)	Possible Points	Actual Points
A. Are the student's career goals realistic?	15	
B. Are the goals measurable and objective?		
Section II – CAREER PLANNING OCCUPATIONAL SURVEY (<i>Application pgs. 3-10</i>)	Possible Points	Actual Points
A. Is at least one of the interviews pertinent to the career goals?	10	
B. Are the interviews thorough and complete?	20	
C. Are the responses to how the student will gain experiences reasonable?	20	
Section III – INDIVIDUAL GOALS & COMPETENCIES (<i>Application pg. 11</i>)	Possible Points	Actual Points
A. Are the individual, specific competency statements logical, based on career objectives and levels or competency for various tasks, etc.?	20	
Section IV – PLAN (<i>Application pg. 13</i>)	Possible Points	Actual Points
A. Is the narrative plan logical, organized and well presented?	10	
B. Is the narrative on leadership skills logical, organized and well presented?	10	
Section V – GOALS DISCUSSION	Possible Points	Actual Points
A. Personal appearance	10	
B. Response(s) to questions about award-area industry	35	
C. Response(s) to questions about the applicant and application	40	
D. First impressions and last impressions	10	

Deductions (10 point deductions will occur for each infraction)			
Application in a folder		TOTAL POINTS	200
Not on white 8 ½ x 11" paper		LESS DEDUCTIONS (if any)	
Incorrectly stapled or not stapled		FINAL SCORE	
Multiple line competencies			
More than 20 competencies			
Missing pages (10 points for each missing page)			
Pages out of numeric order			
Following information is missing or incorrect			
Award area title: Pgs. 1, 13 & 14			
Student Name: Pgs. 13 & 14			
Postsecondary Institution Address: Pg. 14			