

## Career

**CAREER DEVELOPMENT- CARER**

See also Counseling - COUNS

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Counseling Division

Student Services Center, Room 203

**Possible career opportunities**

Diablo Valley College's career development courses are designed to provide students with opportunities to explore career fields and become familiar with the skills needed to successfully obtain and maintain employment.

**CARER-100 College and Career Readiness I**

1.5 units SC

- 27 hours lecture per term
- Note: Credit by examination option available.

This course introduces career exploration and is designed to assist students in making career and post-secondary decisions. Topics will include self-exploration, career and life planning, job search skills, and decision-making strategies. CSU, UC (credit limits may apply to UC - see counselor)

**CARER-101 College and Career Readiness II**

1.5 units SC

- 27 hours lecture per term
- Note: Credit by examination option available.

This course introduces college readiness and success skills. In addition, students will explore post-secondary education and career options, budget management, and job search basics. CSU, UC (credit limits may apply to UC - see counselor)

**CARER-110 Career and Life Planning**

3 units SC

- 54 hours lecture per term
- Recommended: Eligibility for ENGL-122 or equivalent

In this course students will learn research strategies to make effective career and major choices, using a variety of techniques to find, retrieve, and evaluate career planning information. Students will use career assessments to identify their preferred work values, interests, skills and personality traits. Research will then focus on the exploration of labor market needs; educational and employment requirements; and career ladders within given professions resulting in an effective educational and job search plan. This course will help students develop psychological soft skills in the domain of human relations such as interpersonal communication, self-esteem and professional confidence, emotional intelligence, conflict resolution, and effective collaboration in team-building skills. CSU, UC (credit limits may apply to UC - see counselor)

**CARER-120 Career Assessment**

1 unit P/NP

- 18 hours lecture per term
- Note: Testing fee required. Not intended for students who have completed CARER-110

In this course, students will utilize self-assessment inventories to identify individual interests, values, skills and personality types as they relate to college/career and major options. Career development software and related technologies to develop skills to enhance the career exploration process will be utilized. CSU

**CARER-130 Career and Major Exploration**

1 unit P/NP

- 18 hours lecture per term
- Recommended: CARER-120 or equivalent

This course is designed for students who are undecided about their career and/or educational goals. It includes an introduction to the basic career planning process and computerized information systems that aid in the research of occupational and college major options. CSU

**CARER-140 Job Search Strategies**

1 unit P/NP

- 18 hours lecture per term

This course is designed to prepare students for the employment search process. Identification of goals and job skills, how to complete an application, traditional and electronic cover letters and resumes, interviewing techniques, job market research and overview of employee and employer rights will be covered. Students will also identify and discuss the employability skills most commonly sought by employers. CSU

**CARER-150 Topics in Careers**

.3-4 units SC

- Variable hours

This course is designed to address topics in career and job search related subjects. Specific topics will be announced in the schedule of classes. CSU