Career Counseling and Services: A Cognitive Information Processing Approach

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Chapter Three

Helping Persons Make Employment Choices
Chapter Organization

- Making Employment Choices
- The Nature of Employment Problems
- The Pyramid of Information Processing Domains and the CASVE Cycle
- Case Example
Making Employment Choices

• An employment choice involves
  – choosing and applying for a position
  – with an employer
  – in an industry
  – that is in a sector of the economy

• An employment choice is the final outcome of career decision making as well as a starting point for future decisions
Nature of Employment Problems

• Problem solving
  – Resolving a gap between the real and ideal
    – Where you are and where you want to be
  – Ends with an employment choice

• Decision making
  – making a commitment to follow through with an employment choice
Pyramid of Information Processing and the CASVE Cycle

• The Pyramid of Information Processing Domains
  – The content of an employment choice
  – What people need to know

• The CASVE Cycle
  – The process of an employment choice
  – What people need to do
Pyramid of Information Processing and the CASVE Cycle

- Knowledge of self
- Knowledge of employment options
- Knowledge about decision-making
  - Communication, Analysis, Synthesis, Valuing, Execution, and Communication
- Understanding how thoughts influence decisions
Knowledge of Self

• **Values** –
  - Identify job targets and potential employers that match values

• **Interests** –
  - Identify job targets or specific positions with enjoyable activities

• **Skills** –
  - Identify job targets or specific positions with the opportunity to complete activities that can be successfully performed
Knowledge of Self

• Reevaluating values, interests and skills
  – Review employer recruitment and position information and complete job interviews

• Employment preferences
  – Desired salary level, commuting time, physical demands, environmental conditions of work, hours of work, travel requirements

• Family situation
  – Live close to family members, employment of spouse, fiancée, or partner, the preferences (or bias) of family members, family employment contacts, or family business
Knowledge of Employment Options

- Knowledge of **specific** industries, employers, and employment positions
  - Briefly review occupational information prior to reviewing specific position information
  - Clarify employer literature, ask more focused questions in interviews, and demonstrate needed skills for a position
  - Use multiple sources of information
Knowledge of Employment Options

• Knowledge of employer classifications
  – Quickly find and organize needed information
  – Standard Industrial Classification
Knowledge About Decision Making

• Communication
  – Awareness that an employment decision needs to be made

• Analysis
  – Clarifying self knowledge and enhancing knowledge of employment options
  – Critical for evaluating job offers

• Synthesis
  – Expand and narrow employment options
  – Use aspirations or directories or job banks
Knowledge About Decision Making

• Valuing
  – Make an employment choice
  – Specifying job targets, identifying positions, selecting employers, choosing a job offer
  – Impact on self, significant others, cultural group, community, or society at large
  – Prioritize options and make a tentative choice
Knowledge About Decision Making

• **Execution**
  – Identifying specific organizations for sending resumes
  – Informing an employer that a position offer has been accepted and declining other offers
  – Planning for a transition to new employment
  – Beginning employment or an employer-delivered training program

• **Communication**
  – Has the original gap been closed?
Understanding How Thoughts Influence Decisions

• Self-talk
  – Silent conversations persons have about their past, present, and future capability to complete tasks
  – Employment choices may be more anxiety producing than occupational choices because they are more specific and imminent
  – Rejection by an employer may be perceived as a personal rejection
  – If individuals expect to do poorly (or to fail), they have little motivation to prepare for and follow through with the employment process
Understanding How Thoughts Influence Decisions

• Self-talk
  – Negative self-talk may influence individuals’ perceptions of their capabilities to perform successfully in a position
  – A lack of employment progress further reinforces negative self-talk
  – Cognitive restructuring can be used to help clients identify, challenge, and alter negative self-talk
Understanding How Thoughts Influence Decisions

• Self-awareness
  – Effective problem solvers are aware of themselves as they make employment choices
  – Includes an awareness of how thoughts, feelings and behaviors interact, especially the impact of negative self-talk
  – Includes the reactions of significant others (such as family and friends) to employment choices
Understanding How Thoughts Influence Decisions

• Monitoring and control
  – **Monitoring** refers to keeping track of progress through the employment choice process
  – Knowing when it is necessary to stop and get more information
  – Knowing when a task has been completed successfully and it is appropriate to continue
  – Knowing when assistance is needed
  – **Control** refers to an individual’s ability to purposefully engage in the next appropriate task in employment choice
Case Example

- The case of Maria
  - What is the nature of her problem (*Communication*)?
  - What is her *readiness* for career choice?
  - What *level* of service delivery is appropriate?
  - How was *collaboration* used?
  - How were theory-based *handouts* used?
  - How was *self-knowledge* promoted (*Analysis*)?
  - How was *options knowledge* promoted (*Analysis*)?
  - How were options generated? (*Synthesis-Elaboration*)?
Case Example

• The case of Maria
  – How were negative thoughts dealt with (Executive Processing)?
  – How were her options narrowed (Synthesis-Crystallization)?
  – How were the costs and benefits of employment options evaluated (Valuing)?
  – How did Maria follow through with her choice (Execution)?
  – How did Maria know her gap had been closed (Communication)?
Summary

• Making employment choices
• The nature of employment choices
• The Pyramid of Information Processing Domains and the CASVE Cycle
• A case study
Getting the Most Benefit from Reading

• Describe your own employment problems
• Write out the similarities and differences between occupational and employment choices
• Thinking about your own employment history, write about it using the Pyramid and CASVE Cycle
• Draw and label Figures 3-1 and 3-2
• Talk with a career center staff member about typical services offered for employment problems
For Additional Information

www.career.fsu.edu/techcenter/

Thank You