



# DiscoverMe

Career Guidance – Blueprint C-CC

Private & Confidential



## POPULAR OCCUPATIONS

Because of their combination of preferences and in the case of a C the hand and eye, and CC the foot also functioning from the creative hemisphere, C/CC's are naturally drawn to a wide variety of occupations.

In listing occupations that are popular among C/CC's, it is important to note that there are successful people of all profiles in all occupations. However, the following are careers C/CC's may find particularly satisfying with some of the reasons why. This is by no means a comprehensive listing but is included to suggest possibilities you may not have previously considered. Although all of these occupations offer the potential for career satisfaction, the future demand for some careers is anticipated to be greater than for others. Based upon our research, the occupations that are italicised to the lists below are forecast to enjoy the fastest rate of growth over the next several years.

### HEALTH CARE

- Medical/Dental assistant
- Speech pathologist
- Exercise physiologist
- Family physician
- Nurse
- Dentist
- Medical secretary
- Dietician/nutritionist
- Massage therapist
- Optometrist/optician
- Pharmacist/pharmacy technician
- Respiratory therapist
- Veterinarian
- Licensed practical nurse (LPN)
- Home health aide
- Primary care physician
- Physical therapist
- Home health social worker
- Personal fitness trainer
- Hospice worker
- Recreational therapist
- Radiation therapist
- Health care administrator
- Chiropractor
- Corrective therapist
- Dental hygienist
- Dialysis technician
- Aerobics instructor

The attraction of the health care field to C/CC's is the ability to work directly with other people in a helping capacity. Whether as a physician, nurse or other practitioner, C/CC's enjoy using acquired skills to help make the lives of their patients easier, less painful, or less traumatic. They excel in careers that require hand-on application of practical skills and adherence to standard operating procedures. These careers in health care also enable C/CC's to establish and maintain strong personal relationships with their patients and co-workers.

## EDUCATION

- Elementary school teacher
- Special education teacher
- Child care provider
- Home economics teacher
- Athletic coach
- Bilingual education teacher
- Nursing instructor
- Director of religious education
- School principal

C/CC's teach by personal involvement and example. The younger student and those with special needs are especially appealing to C/CC's who find rewards in helping others by teach them basic skills. Working directly with young children appeals to the C/CC's natural energy and enthusiasm.

There is often a great deal of structure and order within the school setting, an environment which many C/CC's find comfortable. Many C/CC's also enjoy being physically active and teaching others physical skills and the importance of working on a team.

## SOCIAL SERVICES/COUNSELLING

- Social worker
- Community welfare worker
- Professional volunteer
- Religious educator
- Counsellor
- Minister/priest/rabbi
- Employee assistance counsellor
- Child welfare counsellor
- Substance abuse counsellor
- Social worker (elderly and child day care issues)
- Law clerk
- Legislative assistant
- Court clerk
- Court reporter
- Wilderness adventure leader
- Paralegal and legal assistant

C/CC's are strong supporters of their community and often volunteer their time to establish and maintain civic organisations. Therefore, they often experience career satisfaction in careers where they do the same profile of work. The personal connection of social work – helping individuals and families overcome problems and become productive members of society – is rewarding, for many C/CC's. Their ease and facility meeting people and speaking to groups makes community action jobs satisfying for some C/CC's. Counselling, religious education, and the ministry attract C/CC's who enjoy the commitment of helping others in very specific and profound ways. C/CC's tend to be conservative and traditional by nature, and enjoy working within the context of existing and valuable organisation to make their contribution.

## Business

- Public relations account executive
- Loan officer and counsellor
- Sales representative (tangibles)
- Telemarketer
- Office manager

- Retail owner/operator
- Receptionist
- Management consultant: human resources/training
- Insurance agents (families)
- Credit counsellor
- Merchandise planner
- Customer service manager
- Health club manager
- Lodging owner/innkeeper
- Property manager: commercial/residential
- Child care centre director
- Customer relations manager (technology)
- Food service manager
- Nursery and greenhouse manager
- Hotel and motel manager
- Real estate appraiser

The world of business provides C/CC's the opportunity to meet a lot of people and to work hard to achieve their goals. They enjoy the active and busy pace of many businesses and enjoy the customer or client contact. When the business is of a personal nature, such as real estate or personal banking, many C/CC's find success because they are motivated to establish positive relationships with others and then work vigorously to maintain those relationships.

Public relations and marketing require the excellent interpersonal and communication skills most C/CC's possess. Both careers require careful attention to details and follow-through on all project coordination. The organisational skills of the C/CC's are used extensively in these careers.

Finally, sales is an area where C/CC's often experience a great deal of success using their interpersonal skills, their resourcefulness, and their sensitivity to the needs of others. C/CC's usually prefer the sales of tangible goods, rather than intangibles such as concepts, ideas, or complex systems. Retail is an area of interest because it involves public contact and the ability to become well versed in the features and benefits of special products.

### **SALES/SERVICE**

- Flight attendant
- Customer service representative
- Funeral home director
- Hairdresser/cosmetologist
- Host/hostess
- Caterer
- Fund-raiser
- Travel agent
- Eco-tourism specialist
- Real estate agent/broker
- Marketing executive: radio/TV/cable broadcast industry
- Translator/interpreter
- Genealogist
- Home health care sales
- Sports equipment/merchandise sales
- Insurance special agent
- Land leasing and development specialist

C/CC's often gravitate to the service industries primarily because of the ability to work directly with other people and provide services that help make an experience more enjoyable or less stressful. The job of customer service representative provides them an opportunity to do this. C/CC's are steadfast and dependable during difficult times, and often rise to the occasion to help take care of all details during a crisis. Funeral home directors must show an inordinate amount of sensitivity and concern for others in their work.

On the lighter side of life, C/CC's often enjoy the variety, travel and interpersonal contact of being a flight attendant. Most C/CC's are warm and gracious and make excellent hosts/hostesses in the restaurant or catering business. C/CC's generally enjoy and often excel in sales, especially with real and tangible products and in instances where they can develop and cultivate long-term relationships with their customers.

### CLERICAL

- Secretary
- Receptionist
- Office machine operator
- Bookkeeper
- Typist

Most C/CC's, in addition to having interpersonal skills required in many clerical positions, have good manual dexterity. Once a skill is learned by a C/CC, it is never forgotten. C/CC's are able to perform routine tasks with unerring accuracy and usually have the facility with numbers required of bookkeeping. The critical elements in clerical careers for C/CC's are feeling appreciated as part of a team and the ability to socialise with co-workers on the job. Isolation is very draining to a C/CC.

## CUSTOMISING YOUR JOB SEARCH

Knowing the particular strengths and blind spots of your profile can afford you a tremendous advantage in your job search campaign. In all aspects of the process, from conducting research into available positions, identifying and contacting prospective employers, developing personal marketing tools such as résumés, arranging and conducting job interviews, negotiating salaries to finally accepting a position, people will act true to their profile. Being able to capitalise on your assets and compensate for your liabilities can make the difference between a successful and an unsuccessful job search.

The differences between profiles are sometimes subtle and other times dramatic. It is the subtle variations in advice we offer that make the real difference between success or failure in a job search. The concept of net-working or meeting with and talking to people to gather information about potential jobs, serves as a good example.

- **Expressive profiles** will naturally enjoy networking and are advised to do so on a large scale while they tend to network with people in a defined scope and tend to ask fewer and more structured questions during their networking
- **Receptive profiles** find more limited and targeted networking, especially with people they already know, easier often seemingly unrelated to their field of interest and will be more objective and detached in their style.
- **Emotional profiles** take networking, like everything else, very personally and will go far and wide to find people and enjoy establishing warm rapport, while they could ask questions of all sorts all day long!

## **PATHWAYS TO SUCCESS: USING YOUR STRENGTHS**

As we will detail in the following pages, the C/CC's many interpersonal strengths and talents, as well as their great organisation skills, will enable them to implement an efficient job search. They need to beware of tendency to be overwhelmed by the uncertainty of the process and become discouraged by rejection, even when it is not personal.

As a C/CC, their most effective strategies will lie in their abilities to:

### **ESTABLISHING RAPPORT WITH INTERVIEWERS.**

- Demonstrate to interviewers your ease at meeting new people and your ability to make others feel comfortable with you
- Find a common interest, using your keen powers of observation and your ability to create a friendly atmosphere with others.

### **CONDUCT INFORMATIONAL INTERVIEWS**

- Interview people in the careers that interest you to get a better understanding of what the job entails
- Expand your existing network of friends and associated by asking people you meet to refer you to others who might know of positions you are qualified for.

### **CONDUCT AND ORGANISED, WELL-PLANNED JOB SEARCH**

- Develop a timetable and budget for your job search, including the cost of résumés, postage and telephone calls, and how long you anticipate it will take. Set aside letter writing and follow-up telephone time each day, and keep a record of whom you have called and the status of each possibility.
- Demonstrate what profile of employee you will be, using your job search as an example. Use your excellent organisational skills by creating an easy-to-read, well-designed résumé and cover letter. Be on time for interviews and follow up with thank-you notes.

### **SELL YOURSELF AS A TEAM PLAYER WHO WILL WORK HARD TO REACH THE GOALS OF THE ORGANISATION.**

- Emphasize your experience working with a diverse group of individuals in one organisation or during your career, providing examples of situations that challenged and utilised those skills and abilities.
- Learn as much as you can about the organisation's or company's "personality" by reading about principals and recent events within the company. Use newspapers, trade publications and talk to people who know first-hand about the company before going into the interview.

### **MAKE DECISIONS.**

- Once you decide that you are interested in a position, act on it to minimise the risk of the opportunity slipping away.
- Eliminate unfeasible or less attractive options along the way so you can keep your focus on your goals. Remain realistic about your skills, interest and needs so you aren't easily swayed by jobs that may tempt you with their excitement and glamour but won't provide the security or stability you seek.

## POSSIBLE PITFALLS

Although all people are unique, there are certain potential blind spots that many C/CC's share. We specify "potential" because some of the following may clearly be true of you, while others may not apply. While considering them, you may notice that these tendencies do not relate just to the job search, but rather describe pitfalls which you may have experienced in other aspects of your life as well. It is therefore helpful to consider each one in terms of your past experiences by asking yourself, "is this true for me?" And if so, "how did this tendency prevent me from getting something that I wanted?" You will probably notice that the key to overcoming your blind spots is the conscious and thoughtful development of being more receptive or expressive depending on your key sub profile. We recognise that many of the suggestions will be difficult to implement, but the more you use these functions, the fewer problems they will cause you in the future.

### **AVOID THE TENDENCY TO BURN YOUR BRIDGES ONCE YOU THINK YOU'VE CROSSED THEM.**

- Try not to view situations or job options as either all good or all bad. Look for the grey area that exists in most things. Sometimes trade-offs must be made.
- Take time to reflect on your options. Don't run the risk of making decisions too hastily before you have had a chance to gather all the information you can.

### **TRY NOT TO BECOMES EASILY DISCOURAGED.**

- Accept constructive criticism in the spirit in which it is intended and try not to take it personally.
- Seek out support and encouragement from friends during the sometimes trying job search process. Look for assistance from other people who are also going through or have recently gone through their own job search.

### **GATHER MORE OBJECTIVE CRITERIA FOR DECISIONS RATHER THAN RELYING EXCLUSIVELY ON YOUR PERSONAL FEELINGS.**

- Take a step back from the situation to enable yourself to look at it more objectively. Resist the urge to base your opinions of a job on your like or dislike for the person conducting the interview.
- Ask yourself what are the possible and logical consequences of taking a job or embarking on a course of action.

### **ADJUST YOUR FOCUS TO MORE LONG-RANGE CAREER PLANNING.**

- Create a set of goals for one, five and ten years from now. When considering potential careers or jobs, check them against this list to see if they will help move you forward toward your goals.
- Resist the tendency to take stop-gap jobs because you are beginning to feel overwhelmed or uncertain about your security. Try not to compromise by taking jobs that will not provide satisfaction in the long run.

### **LOOK FOR CAREER OPPORTUNITIES BEYOND WHAT IS ALREADY KNOWN.**

- Ask yourself "what else?" when generating a list of possible jobs or careers. Consider less traditional approaches or settings if other important criteria exist. If needed, get help in brainstorming positions from friends (especially intuitives) who know you well.
- Look for ways to demonstrate or explain how your skills are transferable from one work situation to another.



## CHANGING OR KEEPING YOUR JOB: THE KEY TO SUCCESS

Now that you have a solid understanding of your profile, you can see how your natural preferences make you better suited for certain kinds of jobs. You can also see how knowledge of your profile-related strengths and weaknesses can help you conduct a more successful job search. But as a C/CC, you've already realised that you are not equally drawn to every career or field listed in the Popular Occupations section. The next and final step is to narrow down the field and find the work you were meant to do.

In addition to Profile, several other factors – such as your values, interests and skills – also contribute to your level of satisfaction on the job. The more compatible you are with your job, the happier you'll be. So, prepare to use everything you've learned (in this report and in life) to create your strategic career plan.

However, if you are already in a job - you may have decided it make more sense (if perhaps only for the moment) to stay in your present job or with your current employer. There may be many valid reasons – financial pressures, family considerations, a tough job market for your speciality, or just bad timing. But take heart!

### "SO, IF YOU CAN'T HAVE THE JOB YOU LOVE (YET!) ...LOVE THE ONE YOU'VE GOT".

The simple truth is, with the exception of work on a factory assembly line, the vast majority of jobs allow a good deal of flexibility in the way tasks are performed. Here are some ways you may be able to "massage" your current job into one that better fits your needs:

- Work to resolve conflicts with co-workers, supervisors, direct-reports.
- Ask your boss to be clear about performance expectations.
- Leave environments where there is great interpersonal tension.
- Volunteer for a meaningful cause either inside or outside your organisation.
- Make sure you have enough social stimulation during the day
- Implement efficiency systems and require direct-reports to use them.
- If not a manager, identify a project you think needs doing and volunteer to take it on.
- Find people with complementary strengths to give you input and balance.
- Set up short-term goals that you can meet.

### EXAMPLE: ONE C/CC TURNS LEMONS INTO LEMONADE

Jesse like her job and company but felt somewhat unfulfilled. So, at a friend's urging, she volunteered to head up the annual United Way campaign. Because she was so organised and genuine, her hard work paid off and her company exceeded its contributions goal by 20 percent. Jesse got a great deal of gratification from doing something practical for a charity that would ultimately help thousands of people.

### USE WHAT YOU'VE GOT TO GET WHAT YOU NEED

Simply put, the best advice on how to succeed is to capitalise on your strengths and compensate for your weaknesses. Learning how to do this can make the difference between succeeding or failing and loving or hating your work. To help you, we include the following inventory of your potential strengths and weaknesses. And while every individual is unique, as a C/Cc, many of the following should apply to you.

### YOUR WORK-RELATED STRENGTHS MAY INCLUDE:

- Great energy and drive to get things accomplished and be productive.
- Ability to cooperate and create harmonious relationships with others.

- Practical and realistic attitude and aptitude for working with facts and details.
- Nurturing and helpful nature, you praise and reinforce good behaviour in others.
- Decisiveness and stabilising factor.
- Ability to maintain an organisation's traditions.
- Strong organisation skills and clear work ethic.
- Loyalty and belief in the value of working within a traditional structure.
- Sense of responsibility; you can be counted on to do what you say you will do.
- Ability to follow established routines and procedures.
- Common sense and realistic perspective.

**YOUR WORK-RELATED WEAKNESSES MAY INCLUDE:**

- Reluctance to embrace new and untested ideas.
- Sensitivity to criticism; you feel stressed by tension-filled work situations.
- Desire to focus on the present rather than the future.
- Difficulty adapting to change and switching gears quickly.
- Tendency to be oversensitive and avoid unpleasant situations.
- Difficulty working alone for extended periods of time; strong need to socialise.
- Tendency to become drained by taking on others' emotional burdens.
- Inclinations to make decisions prematurely before you have enough information.
- Focus on specific details rather than implications and the "big picture".
- Tendency to be opinionated and rigid.
- Difficulty hearing and accepting opposing viewpoints.
- Tendency to become discouraged without praise or expression of appreciation.
- Difficulty focusing on future needs as opposed to present ones.

## **USING YOUR STRENGTH IS EASY. THE SECRET TO SUCCESS IS LEARNING TO:**

Slow down,  
consider possibilities that don't already exist,  
and not take things quite so personally.