

**NEW  
TRIER**

TOWNSHIP  
HIGH SCHOOL  
DISTRICT 203

## Career Development Program



Providing New Trier students with counseling services and career exploration

College/Career Center  
Room 230 (adjacent to Post-High School Counseling)  
New Trier High School, Winnetka Campus  
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### The New Trier Motto:

To commit minds to inquiry, hearts to compassion,  
and lives to the service of humanity.®



## Mission

As an integral part of the guidance program at New Trier High School, the Career Development Program strives to provide each student with a full range of career services that complement the work of the adviser and post-high school counselor. Sequential steps guide students through self analysis, career exploration and educational goal setting.



The College/Career Center is a comprehensive resource site for:

- College and university information including course catalogs, applications, view books, brochures, and general reference material
- Financial aid and internship information
- Admissions representative visits from post-secondary institutions in the U.S. and Canada
- College/Career Center Orientations with all junior adviser groups
- GAP year information
- Academic, volunteer, and adventure-oriented summer program information
- Career guide books and on-line programs
- ACT and SAT test preparation information
- U.S. military information
- Circulating collection of college and career DVD's, CD's and books
- Part-time job postings for students



The Career Development Program provides services in self-analysis, career exploration and educational goal setting in the following ways:

- Individual counseling sessions
- Field trips to career events in various fields including health care, media and communications, engineering, architecture and marketing
- Job shadowing with professionals throughout the local community and Chicago area
- Career Services Orientation with all sophomore adviser groups (Oct.-Dec.)
- Resume writing and interviewing workshops
- Summer school courses exploring careers in engineering, business management, information technology and health care
- Guidance for summer unpaid internships
- Assistance with Senior Project
- Interpretation of career assessments (including the ACT-PLAN test)





## Counseling Services

Individual counseling sessions are available for students throughout the academic year. Students often make appointments after being introduced to the program through a Career Orientation during adviser room in their sophomore year. Others make appointments through referrals from a post-high school counselor, parent, adviser, social worker or adviser chair.

The career counselor is able to assist students who are interested in learning how their personal interests and academic strengths will match a college major or program of study. Students meet with the career counselor three sessions during the student's free periods. The counselor identifies the student's interests and then uses assessments to connect this information to potential career paths.

The counseling sessions provide students with a process to re-visit as they choose a college major and plan their post-high school educational goals. Each counseling session is documented. The summary of the counseling sessions and assessment results are sent to the student's adviser, parent, and post-high-school counselor.

## Assessments

The following assessments are used in conjunction with career and college counseling.

## Do What You Are-Myers Briggs

The Do What You Are online assessment is designed to enhance a student's self-awareness of personal strengths by identifying a Myers-Briggs personality type. The information is provided to the Career Counselor who reviews the results with the student connecting it to potential career paths. This in turn, is used to identify possible college majors, job shadowing and internship opportunities.

## ACT's DISCOVER

DISCOVER is a comprehensive software program that assists students in making career and college decisions regarding college, immediate employment or military service. This guidance program provides information that is helpful in choosing a career area that matches a personality profile. To access the DISCOVER program, students must make an appointment with Ms. Thorngren, the Career Counselor.

## Career Cruising

Career Cruising is an interactive career resource that provides in-depth career profiles and advice from professionals in various fields. This program also provides an assessment and information on college selection and financial aid.



New Trier senior Jenna Beltrano completed a job shadowing experience with Veterinarian Dr. Barry Miller, Green Bay Animal Hospital.

## Job Shadowing

Students are encouraged to take advantage of the opportunity New Trier provides for one-day job shadowing. This experience provides students with an option to learn about a specific profession of their choice. Students spend a typical day with a professional and gain personal insight about a potential career. Recognizing the value of connecting academic work with a profession, students are excused from classes one day per semester to participate in the program. Students complete an informational interview with the mentor that day and also submit a summary of their experience to the career counselor. They are encouraged to share highlights of their job shadowing experience with their classmates in adviser room the following day.

“It was hands-on learning that I could not have received in a classroom.”

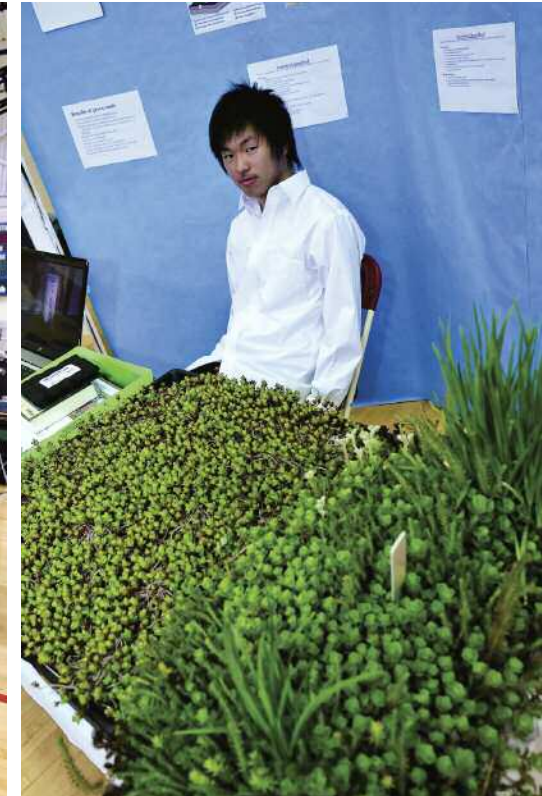
-New Trier senior Jenna Beltrano

## Summer Internships and Senior Project

Customized summer internships allow students to analyze a career more in depth. Students meet with the career counselor and create a resume and cover letter. They define potential organizations and mentors and plan specific dates for the internship (typically 1-6 weeks).

Senior Project is another experiential educational opportunity available to all students the final five weeks of their senior year. Often students choose a career interest as their personal project. The career counselor is able to assist these students with project selection and networking for Senior Project.

Participating seniors return to New Trier for the Senior Project Exhibition.





## Career Orientations



All sophomores participate in Career Orientation during their adviser period.

During first semester of sophomore year, each student participates in a Career Orientation during adviser room period. Students learn about the multitude of services available throughout the Career Development Program. The services that are introduced include:

- Websites for career information and college selection
- Individual counseling services
- Job posting for students
- Guidance for writing an athletic or performing arts resume
- Job shadowing and internship opportunities
- Assistance with Senior Project

“It’s great for a high school like New Trier to have this program for students.”

-Jessica Von Waldau, D.V.M., Christensen Animal Hospital

## Career Day



Renowned Chef Rick Tramonto speaks to students about his profession during the annual Classroom to Career Day.

Students also participate in the annual Classroom to Career Day, a day in which local and Chicago area professionals give presentations to classes related to their professions. Over 1500 students have been impacted by guest speakers each year. Our guest speakers have hailed from Kraft Foods, Rick Tramonto's Restaurants, DDB Chicago Advertising, William Wrigley, Jr. Company, KPMG, Jockey International, the Chicago Blackhawks, Lake Forest Hospital, North Shore University Health Systems, WXRT Radio, and ABC 7-TV. International diplomats, entrepreneurs and professionals in the arts and athletic fields have also volunteered as guest speakers for the annual career day.



Veterinarian Jessica Von Waldau shows an Xray to Zoology students.

“I have been interested in marketing and our speaker provided more in-depth information that was really helpful. She inspired me to look into internships.”

-a student about speaker Nancy Bein, Assistant Marketing Manager with William Wrigley, Jr., Co.

“Career Day relates our teaching to the real world.”

-Kate Goodman and Michelle Roush, Kinetic Wellness teachers, about the experience with Phil Walker, Chicago Blackhawks trainer

“Students observed a professional who is passionate about his work.”

-Dawn Sullivan and Jen McDonough, Practical Arts teachers, about Chef Rick Tramonto

“Our students saw how some of the statistics they had learned in math class last semester were used to solve real problems at Kraft Foods.”

-Dave Wisner and Randy Zamin, Mathematics teachers, about Statistician Viktor Mirtchev's Career Day presentation.



Professional photographer Michael Stahlschmidt talks to Photography students about his work with Olympic athletes.

“Some students have made connections for Senior Project and summer jobs. The best part of Career Day is that it brings another perspective to my students' experience. It's not just me talking.”

-Kathy Pilat, Art teacher, about Michael Stahlschmidt, photographer

# Interested in hosting a student or speaking to a class?

The growth of the Career Development program depends on the willingness of professionals to volunteer their expertise and share their knowledge with students.

## We are seeking local and Chicago area professionals to volunteer and:

- Speak to classes or student groups
- Host a tour of their workplace
- Host a student for a job shadowing experience
- Mentor a student in an unpaid summer internship (1-6 weeks)

## To volunteer:

Contact Susie Thorngren, Career Counselor at [thorngrs@newtrier.k12.il.us](mailto:thorngrs@newtrier.k12.il.us) or 847-784-2244 or Complete the Professional Data Sheet on the website at: [www.newtrier.k12.il.us/page.aspx?id=6330](http://www.newtrier.k12.il.us/page.aspx?id=6330)

# Internet Resources

## College Board Career Browser

[http://www.collegeboard.com/csearch/majors\\_careers/profiles](http://www.collegeboard.com/csearch/majors_careers/profiles)

Browse information about specific jobs. Learn about working conditions, job forecasts, related professions, and what you can do right now to reach your goals.

## Princeton Review's Career Page

<http://www.princetonreview.com/careers-after-college.aspx?uidbadge=%07>

Discover, research and plan for career success.

## Career Planning Process

<http://www.bgsu.edu/offices/sa/career/page18303.html>

Use the Career Planning/Competency Model to gather information to synthesize, gain competencies, make decisions, set goals and take action.

## America's Career InfoNet

<http://www.acinet.org>

Review the job skills and the trends in wages and occupational availability for any occupation.

## Job Web

<http://www.jobweb.com/>

Peruse the on-line career fair, read tips on resume writing and interviewing, and access information on career development, internships and job markets.

## Career Builder

<http://www.careerbuilder.com>

Review the comprehensive database of career and job opportunities.

## The Occupational Outlook Handbook

<http://www.bls.gov/locol>

Access the *Occupational Outlook Handbook*, a nationally recognized source of career information from the Bureau of Labor and Statistics. Revised every two years, the Handbook describes the working conditions, job duties, required training and education, earnings, and expected job prospects in a wide range of occupations.

## O\*NET Online

<http://www.onetcenter.org>

As the nation's primary source of occupational information, the O\*NET database and related products help millions of employers, workers, educators, and students make informed decisions about education, training, career choices, and work. The O\*NET Project is administered and sponsored by the U.S. Department of Labor's Employment and Training Administration.

## MyMajors.com

<http://www.mymajors.com>

If you have decided to go to college, but don't know what your major will be, [www.mymajors.com](http://www.mymajors.com) will help you explore the academic disciplines and careers that fit your interests.



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