

Welcome to

# Changing Careers

*NEW OPPORTUNITIES, NEW FUTURE*



We will be starting the presentation shortly

# Changing Careers

*NEW OPPORTUNITIES, NEW FUTURE*



# Workshop Guidelines

- Please be courteous and respectful to the host and other participants
- This is an interactive session - we welcome you to ask questions at the end of the presentation (unmute your microphone or send questions via chat)
- The workshop presentation is available on [oakgov.com](http://oakgov.com)
- Follow up with your nearest Oakland County Michigan Works! service center for additional assistance
- Consider completing the survey

# How do you know it's time for a career change?

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- Do you get a headache every Sunday night?
- You no longer have any new ideas
- Are you day dreaming the day away?
- The work is no longer meaningful
- You are only staying for the money
- The company isn't the same as it was
- Your career no longer works with the rest of your life

# Overcoming the Fear of Career Change

- Accept that fear is a normal part of the career change process
- Assess the Risk and examine it realistically – examine the fear
- Don't get trapped in analysis-paralysis
- A failure can help you figure out what you do or don't like
- See this as a process
- Respect your intuition

A change of career can reduce stress; you can learn a new skill; follow an interest that energizes you; change the pace of your life

# Types of career changes

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- Industry career change
- Functional career change
- Double career change
- Entrepreneurial career change

# Working with a Michigan Works! Career Advisor

Can help you determine:

- What occupations you may already be qualified to apply for
- If you may be interested in a skilled trade
- If you are able to get an apprenticeship or internship.
- If you are able to qualify for financial aid for training
- If it is possible to offset some of the cost of training
- If it is possible to get on-the-job training for a position

Can help you get training, identify and remove barriers, and obtain resources

# How to start a career change

- Research yourself first – then take an assessment –  
ONETonline.org (MY Next Move)
- Research the opportunities available – what training/skills  
do you have? Do you need?
  - ONETonline.org – browse groups of occupations
  - Mitalent.org/career-explorer
  - Occupational Outlook Handbook

# Try out whatever you can before you make a change

- Network with people in the industry – build relationships
- Informational interviews
- Job shadowing
- Temporary or part time job
- Join a professional organization
- Volunteer
- Can you do it as a side-hustle?

# During the process...

You've chosen your new field of interest and you know what skills, technology or training you need to achieve it. Your MichiganWorks! Career Advisor can assist you in getting the training you need.

- Make sure your goals are specific and achievable
- Take your training seriously – this will be your new career!
- Believe in yourself and keep a positive outlook!
- Will the new career offer a challenge?
- Can you make a living from it?

# Things to Think About...

- Think of your resume as an advertisement for your qualifications, not an autobiography!
- A resume is not a historical document – it should be a marketing document.
- Beating the Applicant Tracking Systems
- Make appointments for Informational Interviews
- Ace the Job Interview
- Is a skilled trade an option for you?
- Would you try an Internship? An Apprenticeship?  
A Temporary job?

# The Job Search

There are many different approaches to the job search in today's labor market:

- Working with a MichiganWorks! Career Advisor
- Mitalent.org (within the Pure Michigan Connect website)
- On a specific company's website
- Platforms such as LinkedIn or GlassDoor
- Online job boards such as Indeed or Monster
- Job Fairs and events

# Create a Powerful LinkedIn Profile

- Choose a professional picture.
- Your headline should describe to the world what you do.
- Write a unique and captivating summary section.
- Showcase your experience, expertise and skills.
- Include keywords everywhere, especially in the Summary and Experience sections.
- Ask for recommendations to highlight your skills.
- Join relevant professional groups and network with people with similar work or interest.
- Make sure you have a **FULLY COMPLETED PROFILE!**



# Beware of These Job Scams

- Any ad that requests money up front, too much personal info, asks you to provide access to bank account info, request a 'scan' of ID of job seeker to verify identity (driver's license), inappropriate domain (i.e. Hotmail account), spelling and grammatical errors.
- Be wary of offers for home-based businesses, especially those that request an investment to start.



# Priority of Service for Veterans



## Thank You for Your Service!

The term 'Priority of Service' refers to the specific rights that Veterans and/or Eligible Spouses of Veterans have in all employment and training services provided through the Department of Labor (DOL) funded public workforce system.

Specifically, Veterans and Eligible Spouses have the right to take precedence over a non-covered person in obtaining all employment and training services funded, in whole or part, through the DOL.

If you are a Veteran and/or an Eligible Spouse, please identify yourself as such to the Michigan Works! Service Center staff.

# Resources

- [Onetonline.org](http://Onetonline.org)
- [Learnhowtobecome.org](http://Learnhowtobecome.org)
- [LinkedIn.com](http://LinkedIn.com)
- [Indeed.com](http://Indeed.com)
- [MITalent.org](http://MITalent.org)
- [Careeronestop.org](http://Careeronestop.org)
- [Edu.gcfglobal.org](http://Edu.gcfglobal.org)



# At Your Service

*Monday-Friday, except state holidays*

## NOVI

31186 Beck Road  
Novi, MI 48377

(248) 926-1820

## OAK PARK

22180 Parklawn Street  
Oak Park, MI 48237

(248) 691-8437

## PONTIAC

1850 N. Perry Street  
Pontiac, MI 48340

(248) 276-1777

## SOUTHFIELD

21415 Civic Center Drive, Suite 116  
Southfield, MI 48076

(248) 796-4580

## TROY

550 Stephenson Highway, Suite 400  
Troy, MI 48083

(248) 823-5101

## WATERFORD

7500 Highland Road  
Waterford, MI 48327

(248) 617-3600

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Equal Opportunity Employer: Program auxiliary aids and services are available upon request to individuals with disabilities | Michigan Relay Center or 711

Funded by: David Coulter, Oakland County Executive, Oakland County Workforce Development Board, Michigan Department of Labor and Economic Opportunity



**DAVID COULTER**  
OAKLAND COUNTY EXECUTIVE

# Good Luck!

