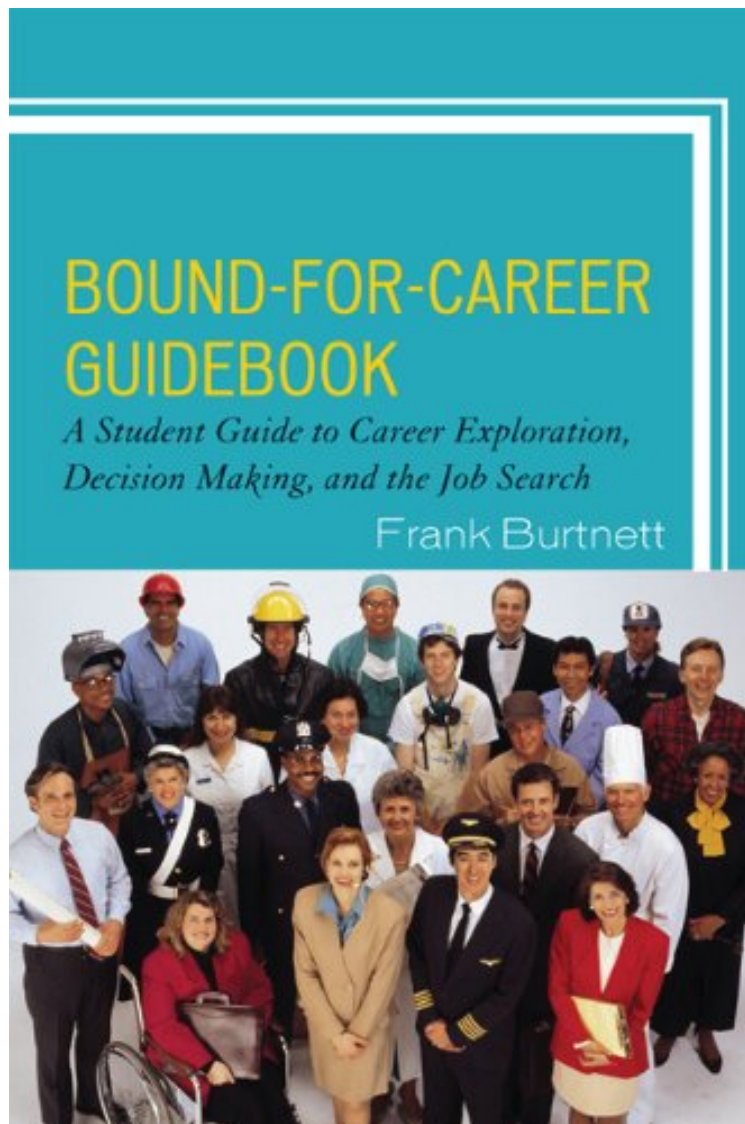


[Mobile library] Bound-for-Career Guidebook: A Student Guide to Career Exploration, Decision Making, and the Job Search

Bound-for-Career Guidebook: A Student Guide to Career Exploration, Decision Making, and the Job Search

Frank Burtnett

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Frank Burtnett : Bound-for-Career Guidebook: A Student Guide to Career Exploration, Decision Making, and the Job Search before purchasing it in order to gauge whether or not it would be worth my time, and all praised Bound-for-Career Guidebook: A Student Guide to Career Exploration, Decision Making, and the Job Search:

While the American workplace affords many and varied career options, the process of determining what to do with one's life remains a significant challenge. The Bound-for-Career Guidebook views career identification, selection, entry, and progression as part of a larger developmental process—the career development process. This book addresses the incredible importance that change plays in education and career. What we need to know and the skills required to perform our work roles are affected dramatically by change, and all workforce members must possess the ability to learn and adapt. Empowered students and workers are better able to guide themselves through their personal career journeys. The Bound-for-Career Guidebook, with its information and exercises, will point you in the direction of opportunities and options that are realistic, desirable, and achievable.

Frank Burtneff's Bound-for-Career Guidebook is the perfect roadmap for adolescents and young adults to follow in the career exploration, decision-making, and job search process. It opens doors to educational and occupational options that might not otherwise be considered. (Richard Yep, certified association executive; executive director of the American Counseling Association)The Bound-for-Career Guidebook by Frank Burtneff has everything decision-makers need to know and understand to navigate toward their educational and career futures. His frequently asked questions (FAQs) and facts and myths offer practical and important information for all. (James Brouwer, founder of CollegeView, Inc.; president of Think About College, Inc.)Frank Burtneff presents the career development process in a very readable and understandable style. Further, he explains in detail what students must do to transition to their future careers. (Deanna Voegeli, former counselor and public school superintendent)According to Burtneff (president, Education Now, and adjunct, counselor education, Marymount Univ.), one should always be prepared to make appropriate education and career-related decisions by anticipating iterative universal phases in the 'career development process.' In this comprehensive, systematic, and readable book, he presents a process for developing a successful career. It includes advice and strategies for exploring and obtaining information on careers and the workplace; searching and interviewing for jobs; and continuing to advance throughout one's career. Each chapter ends with a relevant fact/myth, one or more FAQs, and application exercises. The text is peppered with online resources and references to helpful people and tools, e.g., lists, tips, citations, a career development model, sample resumes and job search letters, social networking sites, and 'electronic job boards.' The appendix, organized alphabetically according to career topics, lists career- and education-related resources. Burtneff, who has extensive professional experience in counseling, teaching, and speaking, is also the author of Bound-for-College Guidebook (2009). His current work will be of value to students and others seeking career guidance. Summing Up: Recommended. (CHOICE)About the AuthorFrank Burtneff is a veteran counselor, teacher, education association officer and consultant who currently serves as president of Education Now, an educational consulting, research, and resource development firm. He is also an adjunct professor on the counselor education faculty of the School of Education and Human Services of Marymount University in Arlington, Virginia. He is also the author of Bound-for-College Guidebook.