

**INSTRUCTION FOR MENTOR****EMPLOYABILITY****2. Theme** “Job suitable for me”**Exercise: Tests: “The job suitable for me based to my characteristic behaviour”****Adapted and further developed by** *Anu Vihonen, Annanet, Finland***Based on:** *NLP training materials of Annanet***Aim**

To study two basic dimensions which might give mentee an idea what kind of job would be suitable for her/him.

**Expected duration:** 30 min.**Description**

People differ in their personal features, behavior and interests. By using this test mentees will examine their two basic dimensions. In many working places the conflicts may occur between people who act in very different ways. In order to avoid conflicts it's very important to notice in advance the personal dimensions which are pretty opposite to each other: people, who takes action at work vs. the ones who carefully consider before proceeding AND people, who are person-oriented vs. people, who are matter-oriented.

Your mentee(s) may test if she/he is the one who immediately takes action or the one who carefully considers before proceeding at the working place. Mentees have also a possibility to check if they are people-oriented or more interested in matters.

This minor test might give an idea for a mentee about her/his personality and in that way also an idea what kind of job would be suitable for her/him. It also offers a possibility for mentees to think that all ways of actions are equally valuable.

**Steps for performing the exercise:**

1. Mentor introduces the theme to the mentees.
2. Mentor explains the aim of the exercise and how to perform an exercise.
3. Mentor handles the handouts to the mentees.
4. Mentees perform an exercise individually.
5. Each mentee comments her/his results.
6. Common discussion in the group is held on the following questions:
  - What have you learned about yourself and the jobs suitable for you?
  - How do you like the results?
  - In what situations could you use the opposite styles of acting?
  - How could you develop the style which is not yet so familiar for you?

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**HANDOUT FOR MENTEE****Task for mentee**

Below you will find some statements concerning your interests at the work and your behavior at forthcoming work. Please choose the one answer **from two (a or b)** that reflects you the most. Mark your selection.

**1 choice**

1. Below you will find some statements concerning your behaviour at your forthcoming work. Please choose the answer a) or b) that reflects you the most. Mark your selection.

**Mark your selection**

**a)** Are you an **Actor**, the one who takes action? You are a person who starts to work immediately. You do not wait that the others take an initiative. You are fast and sometimes you do not consider the task very much before doing. You often say “I’ll do that”.

**b)** Are you a **Considerate** person? In that case you are the one who expects that the others take the initiative, you want to understand the whole situation before doing anything. And sometimes you might believe in coincidence. You may say “It just happened to me”.

**2 choice**

2. Below you will find some statements concerning your interests at the work. Please choose the answer **a) or b)** that reflects you the most.

**Mark your selection**

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**Exercise: Tests: “The job suitable for me based to my characteristic behaviour”**

a) Are you a **People** oriented person? You are interested in people, feelings and interaction. Motivating, atmosphere and work community are important for you. You like to talk and walk in the office.

b) Are you interested in **Matters** (things, affairs)? You are most probably interested in getting information, interested in technology and doing things. Organization, logistics and control systems are important for you.

**TASK FOR MENTOR****Results****Task for mentor**

Below you will find explanation of the results for mentees and interpretations of their answers. Please explain the results to the mentees. Emphasize that one dimension (behaviour style) is not better than the other; all ways of actions are equally valuable. And everyone has all the resources to develop the style which is not yet so familiar for her/him.

**No 1.****Answer a)****Explanation:** you ARE an **Actor**

Congratulations you are a great person! You are the one who starts to work immediately and you easily get the others into your working speed. Usually you like to work with people that are as active persons as you are. The jobs that suit for you are for example, project manager, team manager, team leader, waitress, head waiter, cleaner, assistant, secretary, all kind of organizing work.

NOTE! Sometimes you think that people who consider too long before proceeding are working too slowly and you may be of the opinion that they do not work enough. However, please notice that in all organizations considerate persons are needed because otherwise there might be situations where nobody is having the perspective of the whole. People who carefully consider usually make good questions and they are needed to put on the break because sometimes you may be even too quick. And being too quick may occasionally cause too many mistakes.

Great interactive organization consists of actors and considerate persons respecting each other.

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2. Theme “Job suitable for me”

**Exercise: Tests: “The job suitable for me based to my characteristic behaviour”****Answer b)****Explanation:** You are a **Considerate** person

Congratulations you are a great person! You are the one who usually can see the whole at a working place. Usually you like to work with people who are as considerate persons as you are. The jobs that suit for you are for example: researcher, developer, director, negotiator.

NOTE! Sometimes you may think that people who are actors at working places do not think at all before starting the job. However, please notice that in all organizations actors are needed because they are the ones who start the work in time and keep the schedules. Maybe sometimes you are considering too long time.

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**No 2.****Answer a)****Explanation:** You are a **People** oriented person

Congratulations you are a great person! You are the one who is familiar with interaction with people. Usually you are the one who is keeping good spirit at a working place. In most cases you like to work with people who are as people oriented persons as you are. The jobs that suit you are for example trainer, coach, salesman, HR manager, team leader, assistant, secretary.

NOTE! Sometimes you may think that people who are only interested in matters are not so interesting. You may have difficulties to understand why they don't want to have small talk session during the working day. However, please notice that in all organizations matter oriented persons are needed because otherwise there would be nothing else but interaction. People who are interested in matters develop systems, work is very important for them and they are great persons to gather information.

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**Answer b)**

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**Explanation:** You are interested in **Matters**

Congratulations you are a great person! You are the one who is familiar with matter related affairs. Usually you like to work with people who are as matter oriented persons as you are. The jobs that suit you are for example logistics manager, engineer, lawyer and bookkeeper.

NOTE! Sometimes you may think that fellow workers who only seem to be interested in people and atmosphere are not working enough. Maybe you do not understand why they want to have small talk session during the working day. However, please notice that in all organizations people oriented persons are needed because creating an atmosphere and having good interaction skills are part of the working place culture.

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