Career Direct - Pers

CRITERIA: Area of Evaluation	Greatly Exceeds Expectations (Excellent) 5 Points	Exceeds Expectations (Good) 4 points
A: Introduction		
Interview: asked important and relevant questions; reasonable time spent	**X**	
Cover page: Confirmed ID; discussion of "self-discovery"		
Table of contents : When to use this report (to encourage future use)	**X**	
4 Windows page: Explain	**X**	
Explanation of Scales and Scores, including mid-range, introductory discussion of personality	**X**	
B: Personality		
Personality: Main factor, description, sought client confirmation	**X**	
Personality: Sub-factors used to explain nuances of main factor; sought client confirmation	X	
Personality: Career Implications (Client ID of the most important ones; any not apply)		**X**
Personality: Paragraphs (read paragraphs or had a discussion during the graph review to cover the same ideas); sought client confirmation	X	

Strengths/Non-strengths: clear explanation, markings, summary, "homework"	X	
Money Page Discussion	X	
Critical Life Issues: appropriate discussion	X	
C: Interests		
Circle graph: good explanations of how the client's interests are distributed; good questions		X
Explanation of Vocation/Support/Lifestyle interest levels, with examples	X	
Working through Interests appropriately	X	
Appropriate review of Interest Summary Pages (Activity/Occupation/Subject)	X	
Appropriate review of Lowest Interest Groups; red flags noted if applicable	**X**	
D: Skills		
Skills: appropriate review including any red flags within the Lowest Skills section	**X**	
E: Values		
Work Environment, Work Outcomes and Life Values Asked for further explanation of how client values them when needed/helpful	X	
WE, WO and LV: Any others needed to be added (top 5?) Any thing low in Values that should be noted/pointed out/asked about?	X	
F: Interactive Action Plan		
Synthesis Process: Creating the Donut		X
Synthesis Process: Create a Funnel with client	X	

Next Steps: O*Net navigations		
G: ICF Core Competency Standards		
Cultivates trust & safety for the client	X	
Maintains presence	X	
Listens actively to client		X
Evokes awareness - ask questions	X	
Facilitates client's growth	X	

onal Consultation Rubric

Meets Expectations (Satisfactory) 3 points	Below Expectations (Fair) 2 points	Does Not Meet Expectations (Poor) 1 point	Comments
X			Did not confirm ID. I did think you did a good job of her explananti
			Good job of future use when to pull out the report and gave exam
			Gave good examples
			Used the scales and scores page to get client to guess what her str
			Gave the client a chance to guess what her top factor was. Repeat

			Liked how you offered her free resources about financial managem
			Went a little fast in the intro of this part.
			I like how you went back over to make sure you had all the accurat
			Good clarification on client's question about Tech/Data Interest be
			Some of the boxes were already checked before you went over it v
			Good job of waiting on the client to self discover and not jump in f

X			I think it would have been good to navigate to the O*Net website a
			You know your subject very well! That can sometimes get in the wa
			There was a difference in the client's countenance from the beginn

on of self
oles of when to use.

ongest was. I like that.

edly "Does that sound like you?"

nent

e things in those top interests at the end of this section.

ing low.

vith the client.
ront of her.

and have shown the client.

ay of listening actively to what the client is saying.

ning of the consultation to the end. She was energized!