

Career Portfolio Development - Part 3

Continued from Vol.1 No.26

In part 2 of this series on career portfolios we outlined the various categories, types and formats that portfolios come in. Today we will explore in more broad terms the concept of portfolios as a method to build "employability insurance" into your life. What do these strange new words have in store for the seasoned professional or average job seeker?

Martin Kimeldorf, an expert on portfolio development, has explained this concept beautifully: *"The word **portfolio** becomes a metaphor that represents a shift in thinking, away from job titles and toward the skills and training you acquire as you move from job to job, or from school to work - and back again."*

The relationship between managing and guiding a successful career, be it as a lumberjack or as a professor all have roots in evaluating and documenting your skills and training.

Building a portfolio gives you a vehicle to better showcase your progress, skills, aspirations and humanity. When travelling from one place to another your portfolio acts as an "insurance policy" that attempts to guarantee to the new employer or teacher that you have a specific set of skills, experiences, and training.

The "show and tell" method send a powerful message to employers who have up to now been solely reliant on traditional one or two page resumes, letters of reference and a cover letter for guidance when assessing a persons employability.

For example, merit and praise for workplace accomplishments can better showcased with a hand-written thank you note from a former boss, rather than a simple job description in your resume, or a two-line explanation in your cover letter.

Employability insurance is a means of guaranteeing your future employability status in the workforce in the face of change and competition for jobs.

Tip #3:

Once you have scheduled an interview with an employer treat it as if you were going to a special court session, with the judge being the employer, and you as the defending lawyer. Don't ever go to court without evidence and a clear case. Practice making your case beforehand using your portfolio as evidence. Think about the best possible way to convince your judge and remember that there may be a hundred other "lawyers" like yourself all trying to convince him of their case too. Use the "force"...uhm...I mean use the power of the "portfolio" to help guide you through those difficult questions. To find out more about portfolio development logon to <http://www.pepjob.com>

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Please note that the following information is updated and has minor changes, please scrap the previous version of this:



Jake Sheridan has a great deal of expertise in the fields of career development, employment counselling and info technology. He is working as an Internet Career Development Specialist with the Phoenix Empowerment Program, integrating traditional job search methods with innovative and cutting edge computer assisted job search techniques.