Contents

Preface ix
Acknowledgments xiii

Section 1 Introductory Materials
Chapter 1 Introduction to Career Counseling 3
Chapter 2 Overview of Career Counseling Theories 15
Chapter 3 Legislative History and Current Service Initiatives 21
Chapter 4 Career Counseling and Evaluation 31

Section 2 Career Counseling Content Areas
Chapter 5 Self-Awareness 43
Chapter 6 Career Exploration and Vocational Selection 53
Chapter 7 Job Seeking Skills 65
Chapter 8 Job Maintenance Skills 81
Chapter 9 Job Search Skills 93

Section 3 Career Counseling for Clients with Differing Abilities
Chapter 10 Informational Clients 105
Chapter 11 Instructional Clients 117
Chapter 12 Advocacy Clients 131

Section 4 Future Issues and Resources
Chapter 13 Future Trends 143
Chapter 14 National, State, and Local Resources 151

Resources
Helpful Phone Numbers and Internet Sites 163
Recommended Readings 167
Appendix A  Self-Awareness Handouts  171
Appendix B  Career Exploration and Vocational Selection Handouts  179
Appendix C  Job Seeking Skills Handouts  185
Appendix D  Job Maintenance Skills Handouts  191
Appendix E  Job Search Skills Handouts  197
Appendix F  Blackline Masters  203

References  221
Index  229
About the Author  243