

# Faculty & CICD Partnership

How we can work together towards  
student employability

Presented by:

The Center for  
Internships & Career  
Development

# About Us



## Services

Career Advising  
Career Studio  
Resume & Cover Letter Reviews  
Mock Interviews  
Grad School Assistance  
Classroom Presentations  
Providing Access to Employer Partners



## Tools

Eastern Career Network  
Focus2  
Candid Career  
What can I do with this major?  
MBTI (in person)

# Resources



## Career Guides

- ❖ Resumes
- ❖ Interviewing
- ❖ LinkedIn
- ❖ Job/Internship Search
- ❖ Graduate School



## Major Cards



## Career Readiness Plan

4 Year Career Plan  
(previously my career in 4)



## Career Closet



## Programs

- ❖ Career & Internship Fairs
- ❖ Graduate School Fair
- ❖ Etiquette Dinner
- ❖ Resume Café
- ❖ Mock Interview Day
- ❖ Career Exploration Expo
- ❖ Career Readiness Conference
- ❖ Professional Speaker Series



# A Closer Look at our Tools

# Eastern Career Network (ECN)



**Career Management Software**



**Connect to students,  
employers, and now,  
FACULTY!**



**Key modules:**

- \*Job & Internship Search capabilities**
- \*CICD listing of events & workshops**
- \*On campus recruiting activities**
- \*Virtual Career Fair**

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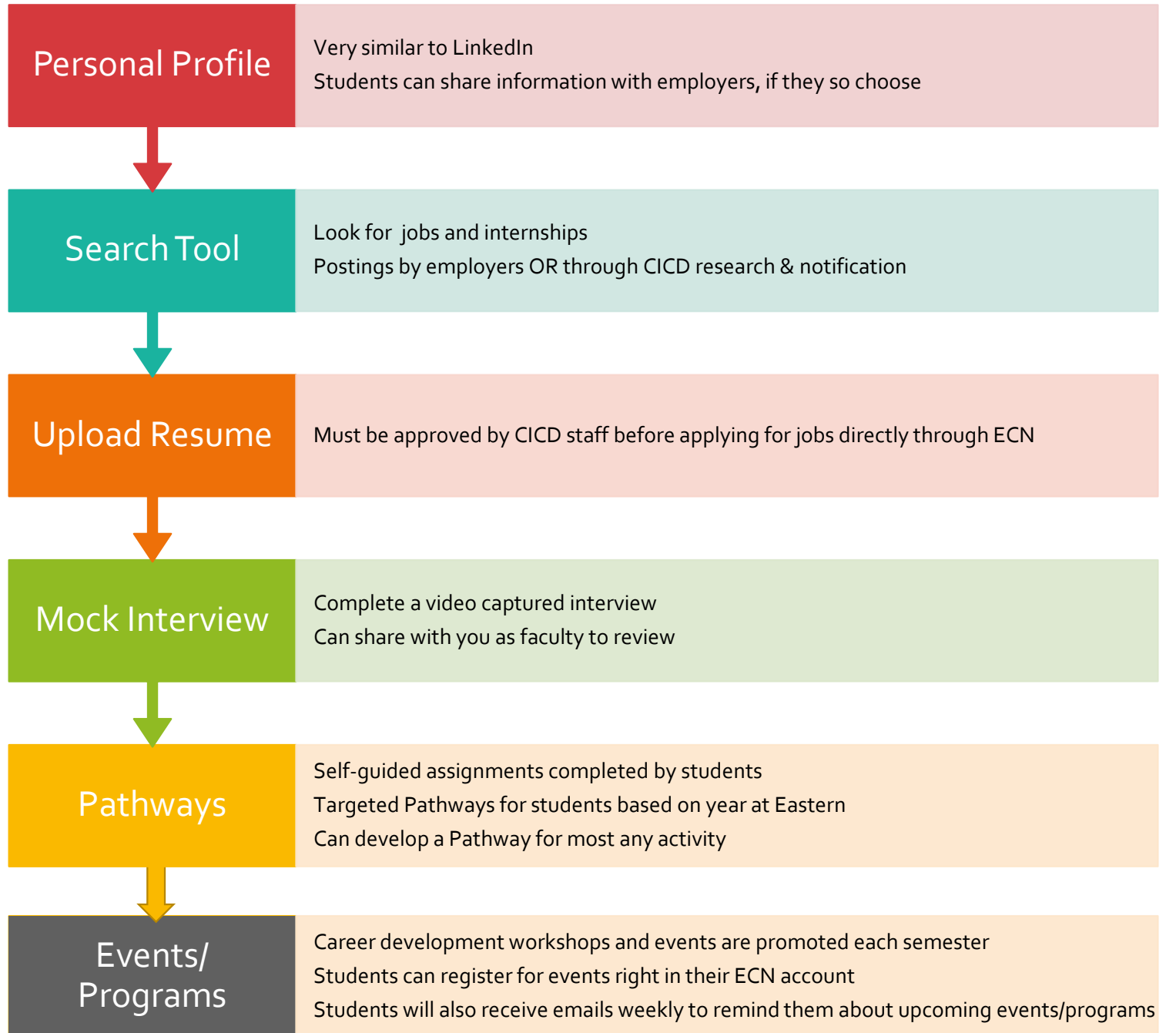
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**Art & Art History  
Communication  
English  
History  
Performing Arts  
Political Science,  
Philosophy & Geography  
World Languages &  
Cultures**

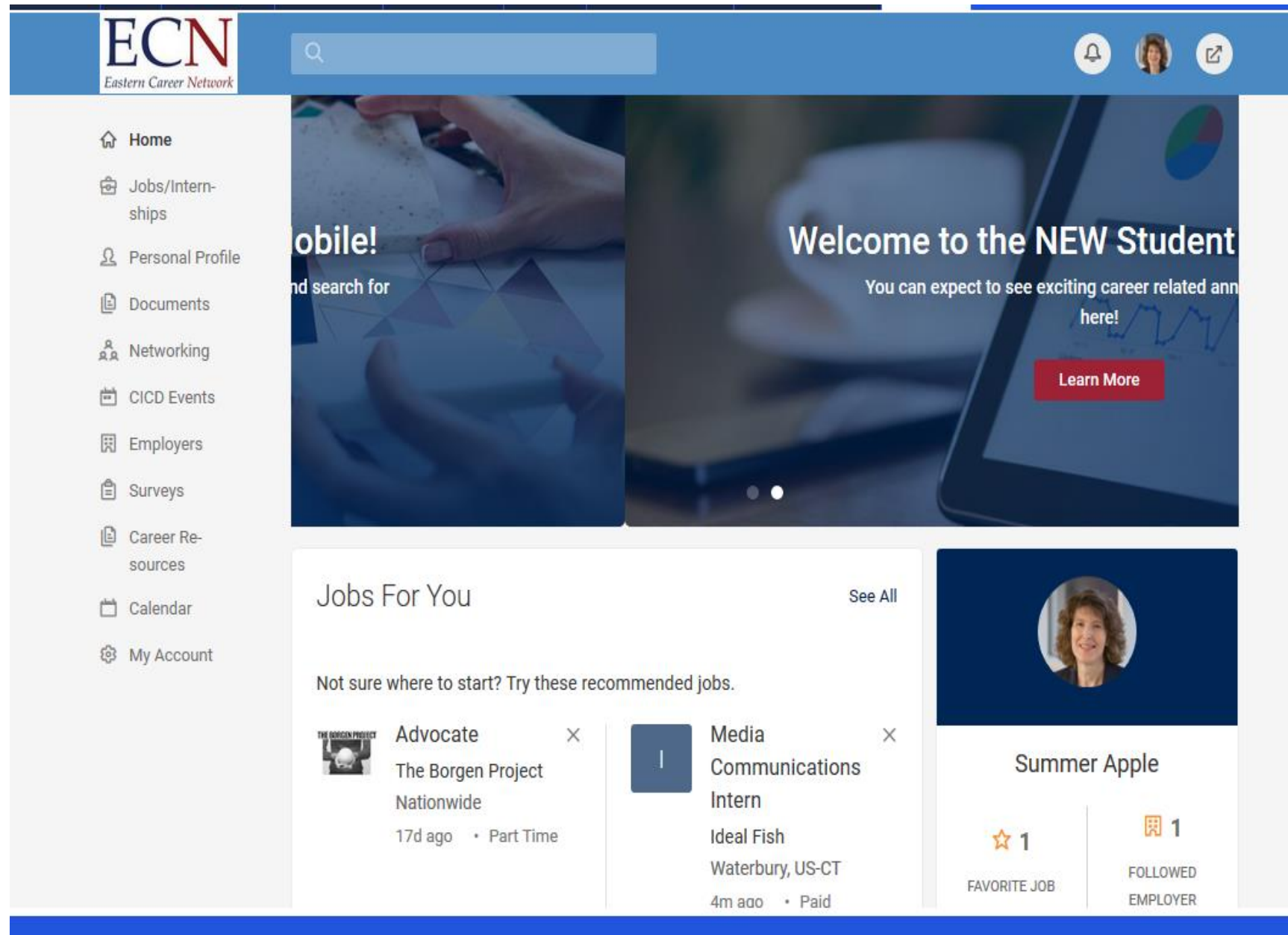
**CICD FACULTY LIAISONS**

# ECN for Students



# STUDENT HOME PAGE

- ❑ Complete Access to Everything From Home Page!
- ❑ The more the student uses ECN, the more interactive the Home Page becomes.
- ❑ Ability to keep students appraised of upcoming CICD events.



The screenshot displays the ECN (Eastern Career Network) Student Home Page. The top navigation bar is blue, featuring the ECN logo, a search bar, and user profile icons. A left sidebar lists navigation options: Home, Jobs/Internships, Personal Profile, Documents, Networking, CICD Events, Employers, Surveys, Career Resources, Calendar, and My Account. The main content area has a large banner with the text "Welcome to the NEW Student" and a "Learn More" button. Below the banner, a "Jobs For You" section recommends two jobs: "Advocate" at "The Borgen Project Nationwide" and "Media Communications Intern" at "Ideal Fish Waterbury, US-CT". To the right, a "Summer Apple" section shows a user profile and a "FOLLOWED EMPLOYER" status.

ECN  
Eastern Career Network

Home  
Jobs/Internships  
Personal Profile  
Documents  
Networking  
CICD Events  
Employers  
Surveys  
Career Resources  
Calendar  
My Account

mobile!  
and search for

Welcome to the NEW Student  
You can expect to see exciting career related announcements here!  
Learn More

Jobs For You  
See All

Not sure where to start? Try these recommended jobs.

**Advocate**  
The Borgen Project  
Nationwide  
17d ago • Part Time

**Media Communications Intern**  
Ideal Fish  
Waterbury, US-CT  
4m ago • Paid

**Summer Apple**  
1 FAVORITE JOB  
1 FOLLOWED EMPLOYER






# COMMUNICATION TOOL


- Targeted emails to students based on major or industry preference.
- Targeted announcements on the home page -- by major, class year or industry interest.
- Targeted Newsletters
- Targeted Job Blasts


# Suggestions on how to use ECN with your students....


- Encourage (or require) your students to upload their resume to ECN.
- Have a mock interview built for the students in your course OR use an existing mock interview with the students you work with.
- Refer your students to ECN as one of their search options when looking for internship and employment opportunities.
- Encourage students in your class to complete the 4 year career plan for their class year... a way to earn extra credit!
- Promote CICD events to your students....another way to earn extra credit!


# ECN for Faculty: Your Homepage





 Home


 My Students


 Jobs


 Networking

 Events & Workshops

 Employers

 Career Resources

 Calendar

 My Account

## Announcements

Welcome to ECN!

Aug 13, 2019

Thank you for joining the ECN community. You will now be able to view our registered employers, view internship and employment postings, view our events calendar and see when employers are on campus. We hope you will explore all ECN has to offer and encourage your students to use the tool as well!

View All Announcements

## Getting Started

✓ Account Created

✓ Personal Profile

✓ Privacy Settings

## Links

View Job Postings

## Events

Workshops

Employer Talk Tuesdays

What you have  
ACCESS to:

Job Postings

Event List

Employer List

Document Library/Resources

Credentials/Recommendations – coming soon!

Experiential Learning – coming soon!

The background of the slide features a close-up, shallow depth-of-field photograph of a silver pen writing on a document. The document contains a line graph with a dotted trend line and some handwritten numbers, including '2.47'. The overall color palette is light blue and white.

# Using ECN

**Separate training will be provided on how to use ECN**

## Our Other On-Line Tools



FOCUS 2



Candid Career




What Can I Do With This Major?

## FOCUS 2

- ❑ An on-line self-assessment tool aimed at providing valid and reliable Work Interests, Personality, Values, Skills, Leisure Interests and Career Planning results.
- ❑ Students can combine the results of their assessments to refine the list of occupations which match their results.

### Self Assessment

Discover majors and occupations that match your personal attributes




**Work Interest Assessment**

100%

**RESULTS**

Review

Start Over




**Values Assessment**

100%

**RESULTS**

Review

Start Over




**Personality Assessment**

100%

**RESULTS**

Review

Start Over




**Skills Assessment**

100%

**RESULTS**

Review

Start Over



**Leisure Assessment**

100%


**RESULTS**

Review

Start Over

**Combine Assessments**

5/5 Completed



#### Combine The Results

Combine Your Assessment Results to Create a List of Best Fit Occupations ⓘ

Select The Assessments You Would Like To Combine

Work Interest

Leisure Interest

Skills

Personality

Values

CONTINUE

CREATE PDF

Filter Results

ICON LEGEND ⓘ

SELECT EDUCATION LEVEL FOR OCCUPATIONS: ☒ Bachelor Degree ☒ Advanced Degree

Sort By: 

Alphabetical

Cancel

Update





No occupations appear in 3 of the Assessments.

➡ 97 Occupations appear in 2 of the Assessments you have Completed.

## More about Focus 2







- ❑ Assessment outcomes are matched to supporting majors at Eastern and multiple career options.
- ❑ Students can also save occupations they have reviewed for quick reference later.

Occupations appear in 2 of the Assessments you have Completed.

OCCUPATION	GREEN JOBS	BRIGHT OUTLOOK	SUPPORTING MAJORS/PROGRAMS AT EASTERN CONNECTICUT STATE UNIVERSITY	SALARY
Anthropologist			Women's / Gender Studies  Political Science 	\$66,440
Archaeologist		*		\$66,440
Architecture Professor		*		\$92,890
Astronomer				
Automotive Engineer				

### Your Saved Occupations

This list displays the occupations you have saved.

Green Job		Bright Outlook	
OCCUPATION	YOUR RATING	MAJORS AT THIS COLLEGE	
Community Relations Coordinator			
Factors that appeal to you: Job Duties, Skills, Working Conditions	 	-	
DATE	DELETE		
Elementary School Teacher			
Factors that appeal to you: Job Duties, Skills, Interest Profile	 	Elementary Education and Teaching, Secondary Education and Teaching, Physical Education Teaching and Coaching, Spanish, English, M	
DATE	DELETE		



### What can I do with a major in at Eastern Connecticut State University

Filter Results SEE LEGEND

Sort By: Programs of Study

PROGRAMS OF STUDY	SAVED	SUGGESTED
Accounting <small>BACH MASTER m.</small>		
Art History, Criticism and Conservation <small>BACH m.</small>		
Biochemistry <small>BACH m.</small>		
Biology/Biological Sciences <small>BACH m.</small>		
Business Administration and Management <small>BACH m.</small>		
Communication Studies <small>BACH m.</small>		
Communication <small>BACH</small>		
Computer and Information Science <small>BACH</small>		
Computer Science <small>BACH</small>		

### Explore Occupations by Job Family

Architecture & Engineering

Arts, Entertainment, Sports, & Media

OCCUPATION	SAVED	GREEN JOB	BRIGHT OUTLOOK
Actor/Actress	-	-	-
Alumni Relations Coordinator		-	-
Art Appraiser	-	-	-
Art Director	-	-	-
Art Restorer	-	-	-
Athletic Coach	-	-	-
Athletic Director	-	-	-
Broadcast News Analyst	-	-	-
Cartoonist (Publications)	-	-	-

### Compare 2 Occupations

Academic Advisor  
Save

Admissions Counselor  
Save

Overview

Academic advisors assist students in identifying their life/career goals and developing educational plans to reach these goals. They counsel students regarding educational issues such as course and program selection, class scheduling, school adjustment, truancy, study habits, and career planning.

Responsible for the recruitment and enrollment of students to a college or university. Admission Counselors are typically assigned to a particular geographic territory. The Counselor will balance his/her efforts between individual entrepreneurship and support of the admissions team.

Education Requirements

A master's is generally preferred with 2-4 years of experience. Academic advisors may be hired as full time advisors in some institutions while in other institutions, academic advising is included as part of a professor's job duties. Some schools may hire enrolled students with exemplary study skills as student academic advisors on a part time basis. An experienced academic advisor may advance to the position of Director of Academic Advising coordinating and supervising programs and services relevant to academic advisement, financial aid and student life, and overseeing the overall coordination of academic support services.

A Bachelor's degree is typically required. A Master's degree and experience in higher education or marketing is desirable. They should have strong computer skills; excellent written and verbal communication skills; the ability to interact effectively with students, parents, faculty, staff and external constituents; strong organizational skills and the ability to think creatively; and the ability to manage multiple tasks.

People can enter this occupation with more than one type of credentials. The following are the most common:

Bachelor Degree  
Masters Degree  
Most Common Majors/Areas of Study:  
College Student Counseling and Personnel Services  
Community College Administration  
Academic Advising

# Exploring Occupations

## Student Can:

- ❑ Explore Occupations based on Majors at Eastern
- ❑ Explore Occupations by Industry.
- ❑ Compare Occupations.

# Portfolio

Through the “Take Action” option, students can:

- ❑ Keep track of their educational courses, activities and honors.
- ❑ Keep track of their professional development

## Take Action

Create a road map of your academic and career development activities

My Education

My Professional Development

My Education

Enter information about your education.

My Area of Study: Past, Current and Future

Majors at Eastern

MAJOR AREA OF STUDY

TYPE OF DEGREE

INSTITUTION

MONTH

YEAR

Sport & Leisure Management

Bachelor's Degree

Eastern Connecticut State Univer

May

2019

REMOVE

ADD

My Study Abroad: Past, Current and Future

Consider a study abroad experience

ADD

My Awards, Research, Publications, Presentations

My Internships: Past, Current and Future

Why you should complete an internship

ADD

My Work Experience: Past, Current and Future

How to describe your work experience

ADD

My Volunteer / Community Service Experience: Past, Current and Future

Volunteer Opportunities

JOB TITLE

COMPANY/ORGANIZATION

START

END

Volunteer

May

2017

May

2017

SUPERVISOR

EMAIL

PHONE

WEBSITE/LINKEDIN

DESCRIPTION

# Portfolio

Students can then select what information they want to populate into a Printable Portfolio.

### Build A Customized Report

From this page you can create a customized printable report. Items that are grayed out have not been completed and therefore cannot be included. Please select the items you would like to include and click the *Build My Portfolio* button.

SELECT ALL

☐ My Career Planning Readiness

☐ My Academic Strengths

☒ My Work Interest Assessment

☐ My Values Assessment

☒ My Personality Assessment

☒ My Skills Assessment

☐ My Lifetime Interest Assessment

☒ My Action Plan

☐ My Saved Occupations

☐ My Saved Majors

BUILD MY PORTFOLIO



# Suggestions on how to use Focus 2 with your students....

- Encourage students to utilize FOCUS 2 to learn more about themselves and potential career opportunities.
- Promote the “Take Action” portfolio option to your students as a way to maintain record of their activities and accomplishments at Eastern.
- Suggest to your students to make an appointment with a member of the CICD staff to discuss their FOCUS 2 results and how to interpret the information.



# CANDID CAREER

An on-line video library of over 7,000 videos, including:

- ❖ Real people (not actors) speaking about their professions.
- ❖ **Get Hired** videos focusing on everything from brand building, resume writing, interviewing, internships, job search, networking, and much more!



Explore Careers ▾

Get Hired ▾

 EasternCT

Get Hired Advice

Today's Career Video

## Special Education Teacher

Amy is a Pre-K Autism Spectrum Disorders Teacher in the Orange County Public Schools District. She and her paraprofessionals work with 10 students throughout the year...

▶ Watch



### Career Fairs

How to Work a Career Fair



### LinkedIn

Effective Use Tips



### Reverse Interview

Reverse Interview



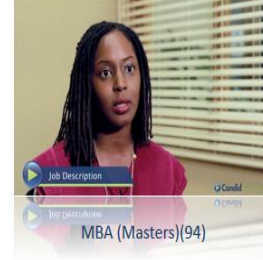
#### Featured Industries

[View All](#)



#### Liberal Arts Majors

[View All](#)



# Search Options:

- ❖ Search by Industry
- ❖ Search by Major
- ❖ Search by Career Titles
- ❖ Check out the “staff favorites”
- ❖ Learn more about Employers

# Suggestions on how you can use Candid Career with your students....

- Encourage students to explore career options based on their major and remind students about this resource when engaged in career planning discussions.
- Suggest students view the Get Hired videos when unsure about employability topics--- resumes, interviews, networking, job search, brand building, etc.
- Use the Get Hired videos as a supplement to your Employability discussions.
- Select videos to share in your classroom of career opportunities students might not typically think of.



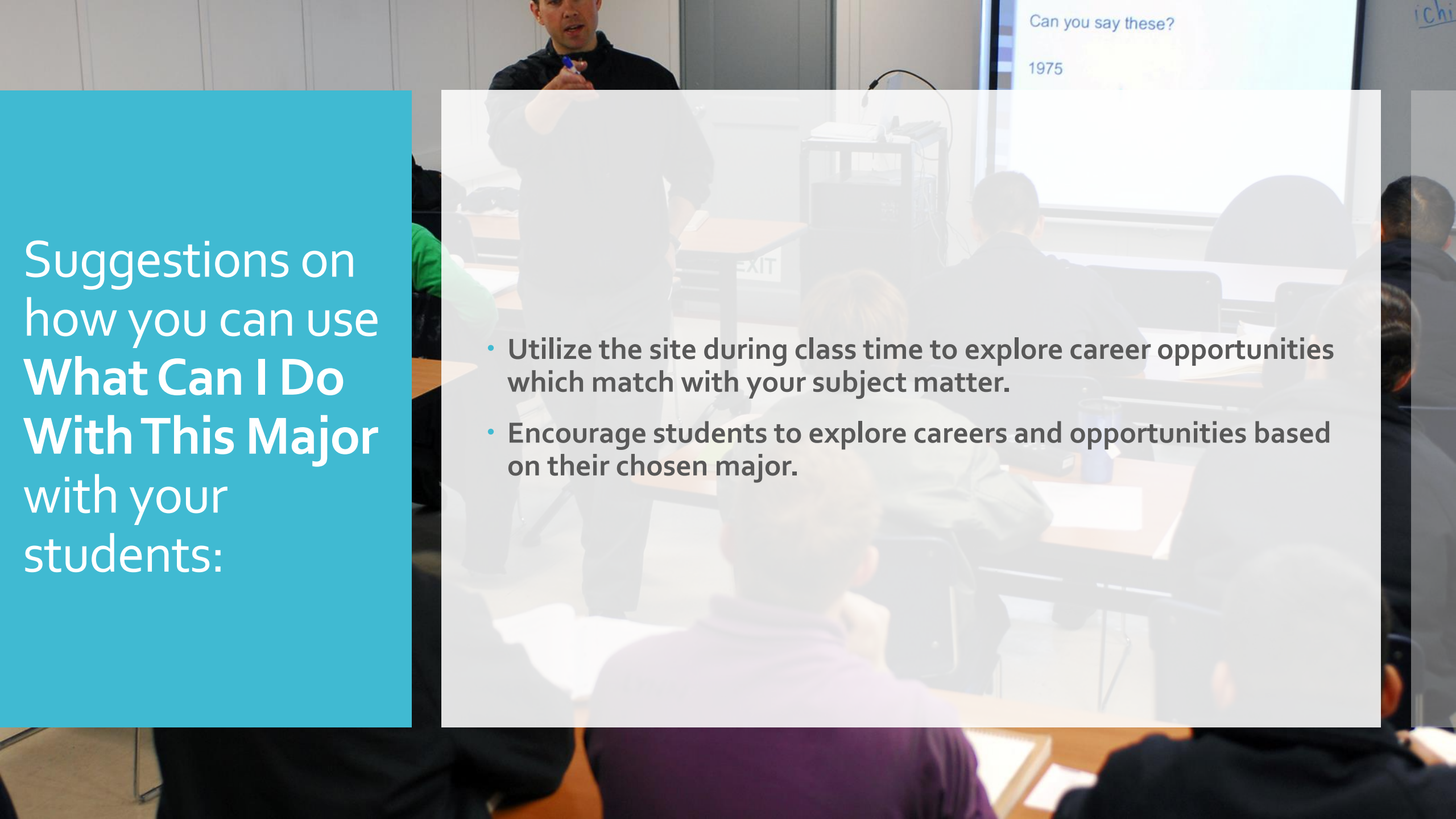
# What Can I Do With This Major?

- ❖ Whether students are exploring majors or searching for information about their chosen field, WCIDWTM will help students connect majors to careers.
- ❖ On the site, students can learn about typical career areas and types of employers that hire people with each major.
- ❖ They can also discover strategies to make them a more employable candidate.

The screenshot shows the 'How To Use This Resource' page. The navigation bar includes links for Home, View All Majors, How To Use This Resource (highlighted), Contact, and Accessibility, along with a search bar. The main heading is 'How To Use This Resource'. Below it is a section titled 'View All Majors' which explains that clicking a title provides information on common career areas, typical employers, and strategies to maximize career opportunities. It also mentions that the information is representative of typical career paths. Another paragraph states that websites in the links section provide additional information about each major and associated occupations, with research links categorized into Professional Associations, Occupational Outlook Handbook, Related Resources, and Employment Opportunities. A note indicates that PDFs are available by clicking 'Print Version' under the heading. A 'Search' section at the bottom explains how to use the search feature to find majors related to a specific subject, using 'counseling' as an example.

The screenshot shows the 'Public Health' page. The navigation bar is identical to the previous page. The main heading is 'Public Health', with a 'Print Version' link below it. The page is organized into three main sections: 'Area', 'Employers', and 'Strategies' (implied by the list structure). The 'Area' section, titled 'Health Policy and Management', lists various sub-areas like Health services administration, Marketing, Public Relations, Project Management, Facilities, Patient Care Services, Provider Relations, Government Relations, Strategic Planning, Health policy, Research, Analysis, Policy development, Legislative work, and Lobbying. The 'Employers' section lists various types of employers including Hospitals, Health systems clinics, Medical practice groups, Home health agencies, Long-term care facilities, Mental health facilities, Managed care organizations, Federal government (Department of Health and Human Services, Centers for Medicare and Medicaid Services, Department of Veterans Affairs, Food and Drug Administration, Office of the Surgeon General, Centers for Disease Control and Prevention), Legislative offices, State government agencies, Public health departments (state and local), Advocacy groups, Health foundations, Professional associations, and Nonprofit organizations.



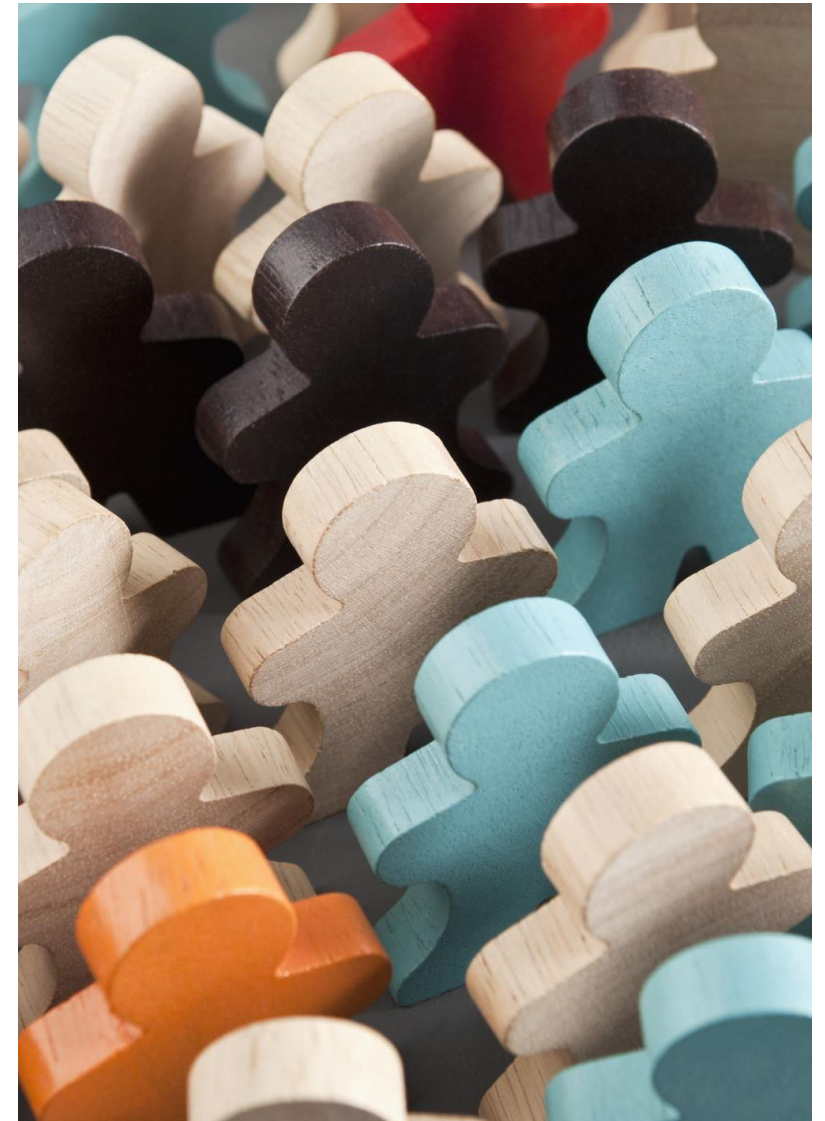
A photograph of a classroom scene. A male teacher in a black shirt is standing at the front, pointing with a blue pen towards a large screen. The screen displays the text "Can you say these?" and "1975". Students are seated at desks, facing the teacher. The image is partially obscured by a blue overlay on the left and a semi-transparent white box in the center containing text.

Suggestions on  
how you can use  
**What Can I Do  
With This Major**  
with your  
students:

- Utilize the site during class time to explore career opportunities which match with your subject matter.
- Encourage students to explore careers and opportunities based on their chosen major.

# Collaboration Ideas:

- ✓ Design RESUME TEMPLATE for your department's majors
- ✓ Review and Update MAJOR CARDS for your department
- ✓ Develop EVENTS/WORKSHOPS specifically for your department's majors
- ✓ TRACK INTERNSHIP experiences for accurate reporting numbers



# Other ways that faculty have partnered with the CICD:

**Career Conversations:** A networking event where collectively the CICD and faculty bring together students & alumni and/or employers in a focused industry.

**Industry Speaker:** The CICD brings an industry specific speaker to campus and faculty invite their students to attend to learn about that industry.

*Past faculty partners include: Dr. Citurs, BIS; Dr. Severance, Criminology; Professor Morgan, New Media Studies/Theatre; and Dr. Bataille, Health Science*





QUESTIONS?