

NECC 2020 Strategic Planning Update: Fall 2018



Context

The vision of this goal team is to provide students with comprehensive career development services including access to internships, career exploration, experiential learning, and job placement.

Accomplishments

- Established the Career Center in the fall of 2017. The Career Center was in C209 and has recently moved to the Hub in the Student Center, on the second floor in Rooms SC209 and SC210.
- Implemented TutorTrac in the Career Center. Tracked student usage and piloted Drop-In Career Exploration Labs during the 2017-2018 academic year. Highlights include:
 - **458** in-person student meetings (not including the internship program) for career exploration and career education (a **275% increase** in traffic since moving from the E Building).
 - **64** career readiness workshops facilitated college-wide
 - **104** online resume reviews through NECClick
 - **344** Employer Registration reviews in NECClick
 - **810** Job Posting reviews in NECClick
 - Hosted our largest Networking Night to date in May 2017
 - First Part-Time Job Fair in October of 2017 with **40** employers at **\$1200** in revenue
 - **45** On-Campus Employer Recruitment visits from **25** unique employers
- Launched the Keys to Career Success Program during the fall of 2017 in an effort to incentivize students to engage with and participate in Career Center programs. Currently **40** students are participating in the program and **5** have completed and received their certificate.
- Collaborated with multiple areas to ensure that **100%** of new and undecided students participate in career exploration activities. Collaboration efforts included:
 - Working with Trish Schade and Clare Thompson on curriculum development and faculty training to embed career exploration and Virtual Job Shadow into curriculum, particularly RWR, Writing Fusion and FYS courses.
 - **Twenty-five** faculty members are actively using Virtual Job Shadow within their courses or have committed to using the system in the fall of 2018.
 - The Exploratory Program will launch in the fall of 2018, enabling undecided students to explore different majors for a semester or two under the guidance of an Academic Prep Faculty Mentors. The Career Center trained **16** Faculty Mentors, along with professional advisors during the summer of 2018 as part of our strategic planning initiatives.
- Introduced our first industry-specific programming series with the Business and Accounting Center during the spring 2018 semester. The Career Center collaborated with the Business and Accounting Center to host a series of **6 programs/workshops**, including Interviewing with Moore Staffing and Networking and Developing Your Brand with TD Bank. We are adding even more programs and companies for the fall of 2018.

In Progress

- Developed a comprehensive survey tool to capture internship data college-wide. The initial survey launched after the spring 2018 semester. We made revisions based on feedback and launched the summer survey with the updates made. We will launch it again after the fall 2018 semester and will provide yearly data to Lane and Bill.
- Worked with faculty from all academic programs to create Career Pathways documents, designed to pair with the Curriculum Pathways documents. There were roughly **65 documents** created. Currently they are being reviewed and printed for each of the Meta Major Centers and will be available on the shared drive for all faculty and staff working in the Student Success Hub. The documents are an advising tool for students, meant to help empower and equip all employees to have career conversations with students. Online versions of each will be a future project of our team.
- We are hosting more industry-specific programming within the Meta Major Centers, including a continuation of programming with the Business and Accounting Center, and also inviting an employer CIEE into the Liberal Arts Center to do a workshop on Liberal Arts Career Pathways.

Upcoming

Our goals for the upcoming year are as follows:

- Increase the communication and marketing of the Career Center under the new ISE model in order to enhance participation in Career Center programming and services.
- Track the work of AP faculty to ensure 100% of new and undeclared students participate in career exploration programming.
- Develop and launch industry-specific recruitment events with each of the Meta Major Centers.