IT TAKES A VILLAGE: PARTNERSHIPS TO ENHANCE STUDENTS’ CAREER DEVELOPMENT

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Office of Career Services
Rollins College
INT150: Academic and Career Planning

• This course is designed to guide freshman and sophomore students through the career and academic exploration and planning processes and to provide the strategies and skills necessary for a lifetime of career-related decision making.

• In collaboration with community members from the Winter Park Public Library Lifelong Learning Institute and Rollins Career Connections alumni volunteers, students will engage in a variety of self-discovery initiatives, exploring personal interests, values and abilities.

• With this information, students will utilize various assessment and reflection techniques to define and clarify educational and career plans. In addition, several methods of researching academic and career opportunities will be discussed and practiced in class.

• 1 credit-hour (15 weeks), Credit/No Credit
Winter Park Public Library – Lifelong Learning Institute

• The *Lifelong Learning Institute* is the adult education department of the Winter Park Public Library.

• Courses at the *Lifelong Learning Institute* support the Library’s mission of information, education and entertainment; providing Winter Park residents and Library patrons the opportunity to:
  – engage in personal development and enrichment
  – engage in continuous learning through training and development
  – learn how to better access information in an electronic age
Career and Academic Planning Model

Who are you? **Assess yourself.**

What are your career or academic options? **Assess career or academic options.**

Set objectives and test possibilities. **Decision making.**

- Interests
- Needs
- Lifestyle
- Skills
- Values

(CPP, 2007)
Effectiveness of Teaching Methods

Average retention rate after 24 hours

- Teaching Others/Immediate Use of Learning: 90%
- Practice by Doing: 75%
- Discussion Group: 50%
- Demonstration: 30%
- Audiovisual: 20%
- Reading: 10%
- Lecture: 5%

(Sousa, 2001)
Student Learning Imperative

“Optimal benefits [in regards to desired learning outcomes] are more likely to be realized under certain conditions, such as active engagement and collaboration with others (faculty, peers, co-workers, and so on) on learning tasks” (ACPA, 1996, p.119)
Activities with Elders

- Values Game (visit 1)
- Biography Paper (visit 1)
- Strong Interest Inventory Interpretation (visit 2)
- End-of-the semester student presentations (optional visit)
University Club – Preceptor Program

- The University Club of Winter Park is chartered as a 501(C)(3) and is a place where people interested in intellectual pursuits meet for fellowship and the exchange of knowledge. The Club cultivates a broad range of cultural, scientific, historical and philanthropic interests through cultural presentations, dinner and luncheon meetings, entertaining and informative speakers, seminars, group activities and whatever promotes member interests.

- The Preceptor Program is a joint effort of the University Club of Winter Park and Rollins College. The program makes members of the University Club of Winter Park with their experience, skills and knowledge, available to the faculty and students of Rollins College in the role of guest speakers, lecturers, and mentors.
Activities with Active Elders

• Values Game (visit 1)

• Biography Paper (visit 1)

• Strong Interest Inventory Interpretation (visit 2)

• Community Partners Panel OR Business Etiquette & Professional Communication (visit 3)
Career and Academic Planning Model

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(CPP, 2007)
Career Connections Alumni Assignment

(Sample Questions)

Getting to Know Each Other
- What was your major?
- Did you go to grad school?
- What kind of work do you do?
- What do you like/dislike about your work?

The Importance of Practical Experience
- Did you do an internship?
- What part-time jobs did you do?
- Were you involved in any clubs?
- What skills did you learn then that you still use now?

Academic and Career Planning
- What was your career path?
- What kind of career goals did you set?
- What kind of job search strategies have you used?
- What do you think about my career goals?
- Do you have any advice for me?
Career and Academic Planning Model

Who are you?
Assess yourself.

What are your career or academic options?
Assess career or academic options.

Set objectives and test possibilities.
Decision making.

Interests
Needs
Lifestyle
Skills
Values

(CPP, 2007)
Key Connections to “Test Possibilities”

• Office of Community Engagement
  – Service learning, volunteerism

• Office of Student Involvement and Leadership
  – Campus clubs, organizations, Greek life

• Office of International Programs
  – Study abroad, field study, semester-at-sea

• Internships
  – For credit, not-for-credit
Student Involvement w/Intention

• Classroom Panels

• Professional Preparation Planner
  – Choices Planner

Choices Planner
Learn about yourself with our assessments and connect your course plans, post-secondary options and career goals.
Human Resources Manager

What They Do

Manages, plans, directs, and coordinates human resource activities of an organization.

This career is part of the Business, Management and Administration cluster Management pathway, Human Resources pathway.

A person in this career:
- Administers compensation and benefits programs.
- Plans, directs, supervises, and coordinates work activities of human resources staff.
- Recruits, interviews and selects applicants for staff vacancies.
- Makes sure personnel are matched to the appropriate position.
- Informs employees about work policies, benefits and opportunities for promotion.
- Settles disputes, fires employees and administers disciplinary procedures when necessary.
- Advises managers on policies related to equal employment opportunity.
Human Resources Manager

Skills You Need

Basic Skills
The following skills are important for this career:
- Reading comprehension - medium (Level 5)
- Active listening - medium (Level 5)
- Writing - medium (Level 5)
- Speaking - medium (Level 5)
- Mathematics - medium (Level 4)
- Critical thinking - medium (Level 5)
- Active learning - medium (Level 4)
- Learning strategies - medium (Level 5)
- Monitoring - medium (Level 4)

These skills are necessary but not as important:
- Science - low (Level 1)

Tell me more about Basic Skills ...

Transferable Skills
Here’s a list of skills used in this career that are also used in other careers.
### Skills You Will Develop from Your Major and/or Minor Coursework

<table>
<thead>
<tr>
<th>Skill</th>
<th>Major</th>
<th>Minor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Social perceptiveness</td>
<td>PSY 254 Personality</td>
<td></td>
</tr>
<tr>
<td>Planning and administering budgets</td>
<td></td>
<td>INB 230 Principles of Financial/Managerial Accounting</td>
</tr>
<tr>
<td>Speaking</td>
<td>COM 110 Public Speaking (Elective)</td>
<td></td>
</tr>
<tr>
<td>Managing/directing people and programs</td>
<td>PSY 317 Group Dynamics</td>
<td></td>
</tr>
<tr>
<td>Learning Strategies</td>
<td>PSY 341 Learning with Laboratory</td>
<td></td>
</tr>
</tbody>
</table>
# Skills You Will Develop from Experiential Activities Outside the Classroom

<table>
<thead>
<tr>
<th>Skill</th>
<th>Undergraduate Research</th>
<th>Volunteer/Service-Learning</th>
<th>Internship</th>
<th>Campus/Community Leadership Position</th>
<th>Study Abroad</th>
</tr>
</thead>
<tbody>
<tr>
<td>Formulating Program Policy and Goals</td>
<td>Summer Research with Dr. John Houston (Indus./Organ. Psychologist)</td>
<td></td>
<td></td>
<td>Representative for Residence Hall Association</td>
<td></td>
</tr>
<tr>
<td>Providing Personnel Services</td>
<td>Office of Community Engagement Wisdom-works Coach Service Opportunity</td>
<td>Internship</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Writing</td>
<td>American University Summer Internship Program</td>
<td></td>
<td></td>
<td>Contributing Writer for the Sandspur</td>
<td></td>
</tr>
</tbody>
</table>
Is it Working? – Assessment Results

I feel somewhat anxious or uncomfortable about what I am going to do after I graduate.

<table>
<thead>
<tr>
<th>PRE-Test</th>
<th>POST-Test</th>
</tr>
</thead>
<tbody>
<tr>
<td>78% = Agree or</td>
<td>26% = Agree</td>
</tr>
<tr>
<td>Strongly Agree</td>
<td></td>
</tr>
<tr>
<td>22% = Disagree or</td>
<td>74% = Disagree or</td>
</tr>
<tr>
<td>Strongly Disagree</td>
<td>Strongly Disagree</td>
</tr>
</tbody>
</table>
Assessment (cont’d)

I understand the Rollins curriculum (required courses, electives, majors, etc).

<table>
<thead>
<tr>
<th>PRE-Test</th>
<th>POST-Test</th>
</tr>
</thead>
<tbody>
<tr>
<td>67% = Agree or</td>
<td>100% = Agree or</td>
</tr>
<tr>
<td>Strongly Agree</td>
<td>Strongly Agree</td>
</tr>
<tr>
<td>33% = Disagree or</td>
<td></td>
</tr>
<tr>
<td>Strongly Disagree</td>
<td></td>
</tr>
</tbody>
</table>
Assessment (cont’d)

I don’t know how to research careers that interest me.

<table>
<thead>
<tr>
<th>PRE-Test</th>
<th>POST-Test</th>
</tr>
</thead>
<tbody>
<tr>
<td>67% = Agree or Strongly Agree</td>
<td>0% = Agree or Strongly Agree</td>
</tr>
<tr>
<td>33% = Disagree or Strongly Disagree</td>
<td>100% = Disagree or Strongly Disagree</td>
</tr>
</tbody>
</table>
Future Possibilities

• Myers-Briggs Assessment w/Elders

• Upward Bound/Talent Search Programs
  – Teach career planning concepts to middle/high school students

• Parents

• Employers

• Faculty Advisors
References


Thank you!

Please contact Elizabeth or Jennifer if you would like more information about the Academic and Career Planning course.

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