Prepare for the Future

Guide for Professional Success

Office of Career and Professional Development

MaryEllen Olson, M.A., Director
Sheila Kronberg, M.S., Assistant Director
MaryEllen Olson, M.A.
Director
Wheaton Graduate School
Wheaton, Illinois

Kelly Johnson, M.S.
Assistant Director
UW-Oshkosh
Oshkosh, Wisconsin

Sheila Kronberg, M.S.
Assistant Director
UW-Platteville
Platteville, Wisconsin

Theresa Refsguard
Office Manager
Career and Professional Development Offers...

- Career Development Counseling/ Help with Choosing A Major
- Career Related Assessment Services (determined by counselor)
- Professional Document Assistance: resume, cover letter, references
- Social Media Assistance/Advice
- Employment Advising: How to find a job, networking, negotiating salaries, mock interviews
- Internships: What to look for, where to find them
- Graduate School Assistance
- Events/Workshops
- On-campus interviewing by local employers
- Weekly Walk-In Hours
Career Awareness

• Connect major to careers

• What Can I Do With A Major In?
Career Exploration

• Who am I? Where am I going? How do I get there?
• Learn as much as possible about chosen career field(s)
• Network with SNC Alumni
• Career Compass
• Informational Interviewing
• Internships
Parent/Student Tensions

- Changing plans
- Career possibilities of selected major
- Cultural expectations
  - Types of careers that are acceptable
  - Decision-making as a community process
  - Separation of career and personal interests
- Fear of disappointing family
First Year Parent Message

• Many students will change their major; don’t worry about it.

• Ask your student: Have you been to the Office of Career and Professional Development to learn more options for you?

• Encourage your student to get involved on campus ASAP to help determine where their interests lie.
Message to First Year Students

• Many students will change their major; don’t worry about it.

• Get involved
  • Try different things to help you figure out who you are and what you like

• Career professionals are here to help you!
  • Confused? Seek us out! Let us help!

• Don’t wait until it’s too late...
Other Ways Parents Can Help

• Be a career partner
• Advocate for the Office of Career and Professional Development
• Encourage your student to visit our office early, especially if they are confused or undecided
• Visit us tomorrow at the Resource Fair
Student Personal GPS: Guide to Professional Success

- Step 1: Explore Majors and Careers
- Step 2: Develop Professional and Job Search Skills
- Step 3: Experience Career-related Activities
- Step 4: Pursue a Professional Job or Advanced Degree
Student Career GPS

• EXPLORE - Majors and Careers
• Complete your profile in hire a knight to learn more about internships and career exploration.
• Hire A Knight Website
Student Career GPS: Why?

• DISCOVER careers for SNC majors.
• Talk with a Career Counselor to discuss career paths, internship opportunities, and career questions. Make an appointment through hire a knight or contact our office.
• TAKE career-related assessments through the CAPD Office to see how interests and personality connect to careers.
Career GPS: Did You Know?

• *hire a knight* has short videos on career topics - Check them out!

• You can FOLLOW us on:
  - St. Norbert College Career & Professional Development
  - St. Norbert College Alumni and Friends
  - Backpack to Briefcase board on St. Norbert’s Pinterest
  - https://twitter.com/SNC_CAPD
What Employers Look For

- Career Management
- Oral/Written Communication Skills
- Professionalism/Work Ethic
- Teamwork/Collaboration
- Leadership
- Critical Thinking/Problem Solving
- Application and Info. Technology
Top Job Candidate Skills/Abilities

• Strong Communication Skills
• Team player
• Make Decisions and Solve Problems
• Plan, Organize, and Prioritize Work
• Obtain and Process Information
• Analyze Quantitative Data
CAPD 2016-2017 Events (list not complete)

• Sept. 20, 2016: SNC Career & Internship Fair
• Nov. 3, 2016: Professional Triathlon
• Dec. 13, 2016: Canines, Caffeine and CAPD
• Feb. 7, 2017: SNC Career & Internship Fair
• Feb. 21, 2017: Workforce Career Fair
• Mar. 7, 2017: MIRT
• May 9, 2017: Canines, Caffeine and CAPD
Thank You to Our Platinum Sponsors

2015-2016 Corporate Sponsors: Platinum Level

BMO Harris Bank
C.H. Robinson
Church Mutual
Dental City
Humana
KI
Schneider
Shopko
WEC Energy Group

hire a knight
Thank You to Our Silver Sponsors

2015-2106 Corporate Sponsors: Silver Level

[Images of Acuity, Associated Bank, Auto-Owners Insurance, Schenck]
Thank You for your time!

Questions?