

Governors State University

Student Affairs and Enrollment Management: Reaching Vision 2020

Focus Area: CAREER SERVICES & GRADUATE STUDENT PROGRAMMING

Leader(s): DARCIE CAMPOS

Implementation Year: 2016-2017

GOAL 3: Strategically promote meaningful on-campus employment for students, and provide education, development and support for hiring managers to advance the student experience and expand upon relevant transitional skill sets.

Objective 1:	Continue to develop resources for hiring managers, and provide employers with support mechanisms for involvement with student employees.
Action Items	<ul style="list-style-type: none"> • Create workflow charts for both hiring managers and potential student employees to be added to the online resources section of the portal, to better facilitate and identify the steps of the hiring process. • Revise existing student hiring manager workshops to include flow chart and discussion of its use. • As part of the COSF grant, we will be developing a tiered student employment program in tandem with 5 departments on campus, which will provide a student experience focused on high impact practices and outcomes. • As part of the COSF grant, we will be developing a summer internship program in tandem with 5 departments on campus, which will provide a high impact practice student experience focused on student learning outcomes.
Desired Outcomes and Achievements (Identify results expected)	<ul style="list-style-type: none"> • To create workflow charts for both hiring managers and potential student employees to be added to the online resources section of the portal, to better facilitate and identify the steps of the hiring process. • To revise existing student hiring manager workshops to include flow chart and discussion of its use. • To develop a tiered student employment program in tandem with 5 departments on campus, which will provide a student experience focused on high impact practices and outcomes. • To develop a summer internship program in tandem with 5 departments on campus, which will provide a high impact practice student experience focused on student learning outcomes.
Achieved Outcomes and Results	<ul style="list-style-type: none"> • Workflow charts for both hiring managers and potential student employees have been added to the online resources section of the portal, to better facilitate and identify the steps of the hiring process. Additionally, we completely reconstructed the student employment page for better readability. • As part of the Career Preparation Grant 5 student worker positions were created and 5 internships which added to offerings for the general student body increasing opportunities to develop more professionally while obtaining financial incentives. In addition, hiring managers were supported through these efforts by allowing the Office of Career Services (OCS) to assist with the interviewing process. • In addition, the OCS provided trainings and programming for student workers that allowed for professional growth and development in their position. As the students continue to move through the program they will acquire new skills and progress through their role as the job description is elevated in duties and responsibilities.
Analysis of Results	<ul style="list-style-type: none"> • Google analytics showed that the student employment page is the most trafficked page on the career services website. We are hopeful the new additions and the change to the layout has only increased the number of visitors to the website.

	<ul style="list-style-type: none"> • We are proud of the work done as part of the Career Preparation Grant. Based on the feedback received with the focus groups, Career Services feels well equipped to make positive changes for the program in the year ahead. Comprehensive data is currently being evaluated and written into a narrative that will be given to the foundation by early August. Any additional insights will be incorporated to the program moving forward. • Career Services has received a lot of positive feedback this year with regard to the programming initiatives it has put in place. We will continue to add to existing programming for the coming year and we will also look to add some additional offerings as well.
--	--

Objective 2:	Expand the strengths based educational sessions on campus for students that will equip students with the knowledge, skills and confidence to succeed in a global society.
Action Items	<ul style="list-style-type: none"> • Utilize COSF grant funds to put in place strengths training for student employees. • Implement strengths based education for all mastering college students, by providing strengths training for the peer mentors and the mastering college faculty. • Create a step 2 strengths session for returning graduates assistant to build upon their experience from the previous year.
Desired Outcomes and Achievements (Identify results expected)	<ul style="list-style-type: none"> • To improve and increase student engagement on campus by providing training for the student body at large. To improve overall success in the areas of academic and work. Promote self –insight and offer real opportunities for personal and professional growth and development. • To Utilize COSF grant funds to put in place strengths training student employees, to better educate students about operating from a strengths model vs. a deficit model so they can begin to operate with higher levels of engagement, productivity, speed, and longevity. • To implement strengths based education for all mastering college students, by providing strengths training for the peer mentors and the mastering college faculty, with the hopes of educating students on the important of operating from a strengths based model for achievement and not a deficit model for simple improvement. • To create a step 2 strengths session for returning graduates assistant to build upon their experience from the previous year, that will assist them as they continue to build upon their existing strengths as part of their assistantship experience.
Achieved Outcomes and Results	<ul style="list-style-type: none"> • The Office of Career Services presented several workshops on Strengths Finder for the Writing Fellows (English Majors) Mastering College Course and Peers, Graduate Assistants, and the General Student Body in a workshop on interviewing, All action items were met and implemented. • Career Services implemented Strengths Training II for GA’s and a training that focused on the integration of strengths into the interviewing process to secure employment and or internship opportunities for the student body at large. • Students gained extensive hands on experience in the area of understanding how to integrate their skills in the interviewing process through mock interviews and scenarios presented. Students shared their experiences and requested that there be more training aligned with this topic. • GA’s stated that the Strengths II workshop was very helpful and really allowed them to see the value in how their strengths can be and have been used. It also explained how people sometimes have a negative view of the actions of others due to a lack of knowledge of strengths finder. The students also expressed a deep sense of enlightenment when it came to knowing themselves. “It added to my knowledge base about self” as stated by one student.

Analysis of Results

The analysis of the results showed that students enjoyed sessions provided on strengths and even requested additional training on this subject matter. We will be looking to add additional strengths based program for our next academic year.