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DISCOVER CAREER SERVICES

PROJECT #

January 22, 2018

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Hello and welcome to discover career services. I am Dina Bergren, Associate Director of Career Services with Walden. During today's program we will highlight career services centers resources and offerings and there is a saying out there that luck is a preparation meeting opportunity. Whether your goal is new job, career, raise or promotion, we hope this positions you to maximize your academic and professional opportunities that arise during your academic program at Walden.

The Career services team is located in Minneapolis, Minnesota and our center aspires to be a cutting edge, global edge global services preparing nervous learners to have that transition over a lifetime.

To achieve this vision, we educate, coach and advice Walden students and alumni on strategies to proactively manage their careers.

The cornerstone of career management is career readiness. This involves setting specific realistic career goals, researching the required education and experience, qualifications and demand for your position, as well as utilizing EPS model to manage career transition.

What is EPS? This visual based on a book, working on density, represents our full list approach of proactive career management.

Our identities change as we gain new experiences, meet new people and tell a new story about our academic and professional endeavors.

We hope you will find this framework comfortable as you prepare for your next career chapter.

Before we get deeper into our program, I would like to learn more about your specific interest. What prompted you to join the webinar today? Please take a moment to share your motivation in the questions box. Take a look at the comments that are coming in. What prompted you to join us today? What would you like to learn during today's program? Thought in the questions box.

Meanwhile, I want to mention that we do have our audience logging in from all
over the country and we have Mass, Virginia, Jackson, Mississippi, Florida, South Carolina, St. Louis Missouri, Charlotte North Carolina. We have a broad audience all of the United States and, possibly internationally as well. Welcome to the program.

We have a comment that came in, define my networking career seeking skills.

Excellent. Expanding your network. Gaining new skills to really maximize the networking opportunities at Walden, beyond Walden to be able to move forward in your career.

We have someone who said that they cannot find a job in social work and may be concerned about ageism. Careers in social work is something we could definitely discuss here today and, as far as marketability, I encourage you to schedule a career advising appointment and we can work with you more closely and generate strategies on how to over have ageism and communicate your strength, your passion for lifelong learning, your text savviness and other ways that you can refine your brand and stay current and communicate what you have to offer to employers.

I am not sure how to navigate toward my career of choice. Maybe a career planning resource is a really very good topic to take a look at. I want to know more beyond my current career. Again, a lot of career research today. That is excellent because we had many resources available for you and we will touch on some of those resources. To maximize chances of getting a drop. Marketability. Going back to the EPS model I mentioned on gaining experience, expanding your network and learning how to communicate your story and your new skills and strengths and friend to others.

Acquire strategies for changing careers. Career advancement as well as career transition. Many of us find ourselves in the transition into more areas or using your degree to help you with that transition.

We have excellent input from all of you and thank you for participating and letting me know what your interest areas are. We will try to address many of your interest here today.
This overview will cover our collaborative partnership in working together and are advising services, webinars and other resources to help me career goals and your career identity as you learn in your current field transition into a new field and how to put your good fortune forward and help others in their career.

First of all, what is the role of career services? Our role is to educate, coach and advise and assist you in taking a proactive approach in developing and managing career goals as this is an important part of lifelong learning.

At the same time your role in our partnership is proactively manage your professional and academic career. There are several key steps you will need to take to be successful. Set career goals, build a strong network through expanding a model, find off-line network activities including professional networking through social media and professional development activities. Also gained new experience and skills and marketing your qualifications to others.

How can you get started with career services? We offer a very robust website with many tools to manage your career. First of all, you may conduct a Google-like search using the quick answers box. For example, you can type in keywords such as resume and links to resume resources will pop up for you. Visit the Career Center website at careercenter.edu if you have access to your student portal you will access the site through your portal as well.

On the left side you will find application buttons and we will highlight our 15 minute tutorials today, archived webinars, discuss optimal resume system and the job and internship search page. Finally, we will explore the resources tab, which is located in the top navigation of the site. We encourage you to maximize the website as the research is new opportunities and prepare for the next step in your goal.

Let’s take a closer look.

Are you short on time and need a quick overview of career related topics? If so, the 15-minute tutorials are for you. Here you will find our collection of brief videos on
crucial career skills covering topics such as marketing your qualifications, resumes and cover letters, researching career trends, finding experiential and job opportunities and getting started with optimal resume system.

These videos are perfect for the job seeker on the go. Those who are interested in career advancement, we have positioning yourself to your next opportunity. For those who mentioned you have an interest in expanding your network, we have networking and branding using this excellent program. To help you get started and generate strategies and, for those involved in career research, we have research career trends and information.

Those are programs from the 15-minute tutorials that I would recommend for you.

Now, each month we also deliver live webinars on career related topics and archive them on the website. On this slide we highlight several webinars and CD development, job search and networking and branding and we have approximately 70 recordings you can select by clicking on the archived webinar on the homepage.

Today’s program will be available under the career skills section within a week. Also, for those interested in career planning, I would recommend a key program here in our archived webinars. If you click on job search career management category, there is a program in their called craft your career plan. This is a webinar that will give you tools to help with goal setting and moving forward toward your career goals.

I encourage you to check out this topic and so many others in the archived webinars.

Are you looking to build or enhance your resume and CV cover letter or career portfolio? Did you know career services offers OptimalResume and career management tools to help you create your documents and market your skills. Currently, over 17,000 Walden students and alumni are utilizing optimal resume.

Let’s find out more about the system. OptimalResume offers more than 400 sample resumes that you can use as models and developing your own resume or CV.
You have to use a Walden e-mail address to register on OptimalResume. This system is used by students and alumni, but everyone is able to view the samples on the optimal resume page.

Notice in the middle of the page, there is the modules listed and there are banners that indicate there are samples. Anyone can access optimal resume through career services website, click on the modules and the samples.

Beyond the resume builder, there are four additional modules and, as you can see, there is the letter builder, portfolio builder, website builder and interview prep tool. These are all great resources for building your brand with prospective employers.

If you want to learn more about OptimalResume, visit the Resumes and CVs tab located in the top navigation of the Career Services Center website from there you select the optimal resume page and watch a short video on how to get started. I recommend everyone here, who is in job search mode or working in career transition, register on OptimalResume.

If you are actively looking for new opportunities or seeking ways to gain experience in your field, don't miss out on the job and internship search page. This page has access to iGrad Job Search, a powerful search engine included for your school postings. Register on I grab job search and search for openings by city and state. If you are an employer who would like to post for other wild students, I invite you to register to share open positions with our community and there is some information on this page for employers if you want to share the job postings with others.

For a deeper search and career management we have a conference of resource tabs with a multitude of exploration and job search resources. You find the specific to your college or area of interest. For instance, if you select psychology, you will find links to professional associations, job boards and others related to this field.

Someone mentioned they have an interest in social work and, in this case, you can select counsel were and human services and you will be directed to job boards
professional associations and LinkedIn groups to help you with your job search.

A good way to build your skills and experience is also through volunteering. The field experience and volunteering at least two service projects, internships and volunteer websites. If you are looking to get experience through volunteering, don't miss out on this page as it has many links to resources to help you get started.

Other areas of interest include resources by nonprofit, government, corporate sectors, resources for special interest areas such as virtual and temporary employment opportunities and our doctoral resources page for higher education teaching careers.

Resources tab has information for everyone. As you can see, it is very robust.

Take time to research careers and employment.

(Audio cutting out.)

Remember that it is never too late.

Hopefully this helps you get to career resources necessary to help you expand your qualifications and increase your marketability.

Whether you are ready the key is to present to your audience and you are an excellent problem solver for their challenges.

Consider these important questions. What steps can you take to expand qualifications and marketability? How can you prove that you are the best person to meet and employer’s challenges? In the beginning of the presentation, we mentioned the idea of EPS as a way of guiding your career transitions. In the book, Working Identity, Ibarra says identities change as we start doing new things, interacting with different people, reinterpreting our life stories through the lens of the emerging possibilities.

There are three things to keep in mind as you navigate your Walden career. Are you gaining experience to your future career goal or crafting experience or environments? Are you interacting with different people and building your network? Are you forging a new career? We are reinterpreting the life story.
What are specific activities you could be doing to gain experience and grow your network and contribute to your evolving clericstory?

There are many ways to start taking action and crafting experiments to help you learn and move into new career directions. Did you know there are virtual volunteering opportunities? VolunteerMatch.org is one website that offers virtual volunteering opportunities. Volunteering is a wonderful way to build your network and give back to the community. If you are interested in volunteering, once again, visit the resources cap as there are many websites beyond volunteer match or that can help you get started.

Consider what opportunities are in your current role, if you are working to try on a new hat and get new skills. For instance, could you deliver a brown bag lunch session and an area of your expertise and network or make a proposal to business processes or serve on the nonprofit board, write an article for a professional Association newsletter or run the annual charity fundraiser.

These are a few ideas to consider. This will showcase you have the skills to do the job they are moving toward and start walking.

You can also interact with people online to grow your network. LinkedIn is the top professional online networking site. We suggest you build a profile and join LinkedIn groups of interest to your future or current career field. We also have our Walden University career services Center LinkedIn group for you network and share career-related information with other students and alumni in the Walden community.

We have over 4800 members and so after our session you can visit our website and join our group as we have a LinkedIn icon that can help you join us.

Another way to portray connections with people online is through Facebook. Like the Walden University career services Center to connect the career advice and the webinar.

(Audio cutting out.)

So after this what steps are you going to take next? This is listed under the
university services. I hope that helps.

Action steps, we have a few of you who have responded. Joining the Walden career services LinkedIn group and joining OptimalResume. I still have not found a job as a family nurse practitioner. If you are in an active job search, we do have active jobs on our website and you can schedule and advising appointment. I will provide information before we wrap up on how to schedule that appointment.

How do I update my resume? I would visit the career center website at careercenter.waldenu.edu, then you can use the quick answers box and search for OptimalResume or other resources or you can simply click on the resume button and register with your e-mail address.

If you want feedback on your resume, you can schedule a career advising appointment and we can work those details out and provide feedback on your resume over the phone.

Thank you for the great questions coming in.

Creating a LinkedIn profile and have you join LinkedIn? To join LinkedIn, the professional networking site, you navigate to linkedin.com and create your profile there. If you want to join the Walden anniversary career services group, after you have the LinkedIn account, visit the website and click on the LinkedIn icon on the website and join LinkedIn.

Update my LinkedIn profile and expanding the network? The archived webinars, we have webinars on LinkedIn, 15-minute tutorials on LinkedIn so a lot of LinkedIn resources on the career Center website. I want to advise all of you to visit the homepage and use the quick answers box as we have a quick answers box for that purpose. If you want to find resources, you can type in LinkedIn or networking or resume and job search and how you add jobs. Resources will pop up for you. We made it easy for you so use the quick answers box.

Job search was most helpful and we will be looking into this as soon as we're
Start with IGrad job search and the search engine. Employers are able to post on IGrad job search so there are some only for your school postings, but I would also encourage you, after you use IGrad job search, to visit the resources tab. We have many job boards listed there that are specific to your field of interest, so take advantage of that.

Join future career social networking groups. We have our LinkedIn group, but we also have a Walden Career Connections event and other networking events. We have one coming up on the 24th. I will tell you more about that in a few minutes.

That you contact for advising? If you are looking to schedule a career advising appointment, you can do that through your My Walden portal or e-mail us at careerservices@mail.waldenu.edu.

Questions about scheduling you can do that as well.

Career Center website, if you visit our website you see the blue buttons on the left and want to schedule appointments. We have all information of how to schedule your career advising appointments.

Check that out. We look forward to working with you.

Other ideas as far as action steps to consider is assuming leadership roles in your organization, and crafting an elevator speech or introduction you can use during networking, scheduling an informational interview with a professional in your current or future field. Converting the resume to an academic CV format if you are interested in higher at teaching.

Networking, building a LinkedIn profile was mentioned earlier and joining a professional association in your field.

We had a question command, what is an elevator speech? An elevator speech is a brief introduction, no more than 30 seconds, that can confidently convey your brand and what is it you have to offer, what your interest areas are, and what is it that you
hope to do in the future? What is it that you hope to do?

We do have information about elevator speeches and much more under our networking and branding tab on the career services Center website.

How do you write for a magazine? If you go to the career services Center website and go to the archived webinars, we have webinars in our doctoral resources page. One of them is called strategies for getting published. I would start there.

As far as writing articles, you could join a professional association and submit an article to a newsletter.

As a career development professional, I am a member at that Minnesota career development Association. I have contributed articles to their newsletter. That is a quick way to get those out there and share them with others. You can also self-publish on LinkedIn. LinkedIn has features where you can use the self-publishing feature and write an article you can share with your network.

Moving on to writing about supervision and the field I am in. How do I go about doing this? Get strategies for getting published and, if you want to get deeper, schedule an appointment with a career advisor.

We had excellent questions and I hope I was able to answer the majority of your questions. If I did miss your question or we did not have time to address them, feel free to schedule a career advising appointment as we have a large audience here today and I know we are going over time wise. For that purpose, I will go ahead and navigate to our next slide.

I want to remind you that after you graduate or as you continue your career will you have a new life story to tell. There are many ways to develop and track the story. Keep a journal, update your resume with new experiences, rebrand yourself, takes on stretch assignment so others can see you differently. What we focus on, ask yourself how you are developing your identity as a proactive problem solver, how are you gaining new skills and how are you tracking your progress.
After you have achieved your career goal, I encourage you to share your knowledge and expertise with others. We have a YouTube channel and a blog accessible from our main Career Services Center website and we promote success stories of Walden students and alumni.

Read stories and contact us if you have an interesting story to tell. We would be happy to feature you in our blog.

If you are a Walden student or alumni or alumnus who needs additional assistance, we invite you to schedule an appointment and career advising appointment. Most popular topics are developing a strong resume or CV, finding a job, building your professional network, answering tough interview questions and strengthening your professional reputation or brand.

You can schedule your 45-minute appointment for your student portal or by visiting the career services Center website. Remember appointments are scheduled in Eastern times in. Please adjust this to your time zone as it needed.

Career services advisor will call you at the time of your appointment and we recommend you have Internet access for your advising session as you very often referred to web-based resources.

We have had some excellent questions throughout today's session and I'm going to go ahead and wrap up today. I went to encourage you to get connected with that so please join the wall the career services LinkedIn group, follow us on Twitter and Facebook, subscribe to our YouTube channel and reach student success stories on our blog. Don't forget you can tap into additional resources on the career services Center website for asked questions by e-mailing us at careerservices@mailwaldeu.edu.