

Career Resources for Global Campus Students

CHRIS MILLER: My name is Chris Miller.

I am the career advisor for the WSU Global Campus.

Thank you for joining for this webinar that is focusing on

Career Resources for WSU Global Campus students.

Specifically, I'll be highlighting,

there are a lot of resources that are available to all WSU students across systems.

But it's important for me to point out

the resources that are available virtually online for Global Campus students.

Again, thanks for joining.

This is a topic I'd like to address every year or two,

just to make sure that any new students

have the option of finding out more about some of the things that are

available to them as they progress along with

their academic journey and plan for their careers afterward.

[NOISE]

When I start these webinars,

I always take a look, a snapshot.

Look at this, I should say career development process snapshot.

This image is a pretty good look

at the career development process in general because it is a circle

and it's a cycle of growth and decay that happens

many times over the course of someone's career development where

they get interested in some kind of an occupation.

Or they're finding out

new things that they're good at or things that they don't want to do,
where they learn more about some other job.

Then they go through a job search and they get
a job and they work that job for however many years.

Then perhaps the period of decay starts where they
lose interest in that area and maybe they have a period of growth in a different one.

This career development process,

image looks at the four main areas of

career development where when I'm talking about career resources specifically tonight,
we're all over the board here,

so I'll be touching on some things to help students know themselves.

Career assessments, some tools to help you explore your options.

Some resources that help you all here in that getting focused or taking action stage.

Preparing your resume or preparing for a job interview.

We're all over the place tonight.

Usually, I would say that most of the topics hit on one or two areas only.

But tonight we're all over this career development process circle.

In terms of the main resource that's available to you as a Global Campus students.

It's me, your career advisor.

These are some of the topics that I help students with.

I help them with career assessment so they can assess what they're
good at or what they're interested in to help them find potential job matches.

I help them with academic major selection.

This is for prospective students who are coming in and looking at which academic majors
are a good fit for them based on

their career interests or for any student who is switching their major,

job search strategies once they're,
hopefully a year away from graduating,
they're starting to think about engaging in some job search strategies.

I help students identify what is working for
other students and what are effective job search strategies.

I help them with networking,
so locating networking events,
preparing for networking events.

Resume review is another one of the big things I do for students.

I help them get ready for interviews and do
graduate school research and just general career resource referral,

I refer them to things up.

It could be helpful for them based on what
their background is and what they're interested in doing.

I am your main resource and I'll have my contact information at the end,
but my e-mail address is,

cmiller66@wsu.edu, just to put it out there right now.

Yeah, I'm your main resource,
and these are some of the common career advising topics.

Another option for students is a course that I facilitate every semester.

It's offered fall, spring,
and summer, and it's called University 301.

It's a career planning course,
it's one credit and it has four main areas.

It's a breakdown, a slower career counseling

process that breaks down those four career development areas over the course of a semester, whichever semester it is.

The first part is looking at career assessments.

It helps students look at what they're interested in, what they're good at, what's important to them with work and also their work personality.

It's helpful for researching job opportunities.

The second part of the class,

based on their career assessment results and also

just what their academic major is or maybe what their background is.

For preparing for a job search in the third unit in the last unit of the class, students will submit a mock job application.

They can actually find a job that they are interested in pursuing and create a resume and cover letter,

letter of interest and things like that for that application and get feedback on that.

That's University 301 that I offer online every semester.

For job and internship listings,

Handshake is the main job posting board for the university.

Across the university system is for all WSU students.

Also many, many universities use this throughout the nation.

Inside Handshake there are hundreds of opportunities.

I'll jump over there for a second to show you a quick search.

Just give you an idea of how you look for a job in Handshake, what it looks like.

Then after that, I'll show you the Center for Civic Engagement website,

which is to look at it from a volunteering perspective.

If it's applicable to your field,

you need to get some experience in some service-based area.

Volunteering opportunities are a great way to do

that and the Center for Civic Engagement helps WSU students set that up,

so global students can find opportunities in their area, wherever they live.

Let me jump over to Handshake first.

Bear with me while I share my screen.

[NOISE]

The first place I want to take you here is,

the Academic Success and Career Center website.

This is the Pullman campus Career Center and Academic Advising Center.

There's still a lot of good information here for Global Campus students.

Looking at the career services part here to find Handshake,

on the left-hand menu under Career Services,

I'm going to go down to Handshake,

it's a student job site.

You just click on the little Handshake icon here to go in,

to enter and you'll have to create an account when you first sign in.

This is what the homepage looks like for me.

This is probably a little bit different than a student view.

But right now, I want to look at the job section and later,

I'll jump back in and show you the events section too.

On the left side menu again,

the drop-down menu under Jobs,

it just starts to list all the jobs that are available.

But all the filters are up top.

All these little drop-down tags up here are what you want to start with.

Just to do a sample search for someone,

I will do academic major group. Let's see.

I want to do academic, I don't want to do this one.

I want to do major group to get the different academic concentration areas.

Let's see what is something that it would be

irrelevant for Global Campus students? I have an idea.

I'm going to go down to H, Human and Child Development,

because this would be an area that's relevant to Human Development majors,

potentially relevant to Psychology,

Sociology, and Social Sciences students.

Let's do a search just to see what's in here right now.

I'll scroll down just to get an idea of the number in general.

Share bar. Results per page.

Let's refine this to say 100 results per page.

Let me know how many pages there are,

just to give me an idea.

Like I said, this is a national site. So 10.

There are around 100.

Or I'm sorry, 100,000, there are 100 per page.

Around 1,000, so I would assume 900 some jobs here throughout the nation

for people with this interest area of human and was it child development, I believe?

But let's just say,

look at something more local.

I will look Spokane just because it's my hometown.

For Spokane, what do we got here?

For Spokane and for Human and Child Development,

there are 30 job opportunities listed here.

These will be a blend of job and internship, full-time and part-time.

You can see that middle column here,

employment type, it says full-time for a lot.

There were some that were part-time though.

Just as an example of what you will find in Handshake.

Like I said, this is the main job posting board through entire university,

so as a Global Campus student,

this is the main tool you'll want to use.

The last three days, we've had the Career Expo,

so it's the Career Fair for all WSU campuses,

and because of the situation this year, everything was virtual.

The last three days, they've had their first three-day virtual career fair event.

There have been a lot of jobs and opportunities listed in here recently.

But it's been my experience that even when it's not an online career fair,

they still use this site to post

all the job and internship postings for WSU students in here.

So this is still the main resource for you for that.

The other place I wanted to show you from the volunteering aspect,

if you need to gain more experience as you're finishing up

your undergraduate degree or whatever degree you might be pursuing,

and it's relevant, the center for civic engagement is here to help

Global Campus students find opportunities in their area to volunteer.

Under, I guess students is a good place to start.

There's a Global Students tab there,

again, on the left-hand menu.

There's a little video here that you can watch about how

the Center for Civic Engagement has helped other Global Campus students in the past.

One of the things I would point out is I think it's a really cool section.

Under Get Engaged, I'm going to go to the Community Partners Maps.

You can just get an idea of some things that already exist in the system for

volunteer opportunities that you can just

look regionally from wherever you are to see what's there,

and there's contact information listed for many of these places.

If you just go over the icons and go in there.

You can see contact names, phone numbers,

e-mails for most of these places.

I don't know if it's for all of them or not.

If you don't see one listed where you're at,

still try if you're interested in

volunteering or reach out to the Center for Civic Engagement.

They might have some ideas about things you can do in your area.

That's a really cool opportunity for students as well.

Right back into the presentation here to make sure that's where I want to be.

Yeah, that's all I had there.

In terms of Online Career Events,

I want to highlight, again, Handshakes in there.

What's you're attending right now,

an online career event through Global Connections,

I want to show you the Video Vault where you find

recordings of any events that you may have missed.

The Career Guide Blog,

I post a lot of

virtual events that are going on for Global Campus students on the Career Guide Blog,

I'll show you where that is, and also the Alumni Association.

Even if you haven't graduated yet,

even if you just started,

there are usually a lot of career events throughout

the year that are open to all WSU students and alumni and students.

Anyone who's a current student can attend most of those events too.

Let me jump back over and show you

first the Connections website where you may have already been,

I would assume, to register for this,

but mostly to show you where the Video Vault is also.

If I didn't say before, the Center for Civic Engagement website is cce.wsu.edu.

The Connections website is connections.wsu.edu.

Then, there is the Calendar of Events to just see what's going on throughout the month.

That's pretty self-explanatory where you can find

things about the goings on from Global Campus students,

not just career based, of course,

but a lot of other great events for all students,

for Global Campus students.

But also the Video Vault where you should go if there's anything

you may have missed that you know you wanted to attend to and you didn't get a chance to.

Or if you're just looking to

find some videos about things that you're interested in, exploring more.

I'm going to highlight the Career Development area under Video Categories.

You see some of the past webinars that I've done and

other people have done for all of WSU,

parts of WSU, just Global Campus,

different target audiences here.

A lot of different career topics that may or may not be relevant for you.

This is where you go to find those videos.

The Career Guide Blog is on our main website,

is the easiest way to get there, online.wsu.edu.

Again, on the left-hand menu,

Global Campus Blog,

there have been a lot of online career opportunities so far this semester,

just over the last month.

So I've been posting like crazy here,

just about once a day.

But you can see some of the things that have been going on.

There's also, you can sign up to receive

notifications when there's a career topic that's posted.

On the right-hand menu, under Categories,

there's a Career section,

so just to show you specific careers events that we've had that I've posted about.

That's the Career Guide Blog.

There are a lot of other categories there that you'll find information about too;

Awards, Announcements, Student News,

Faculty News, Students Stories, and things like that.

Let's see, also another biggie is back to Handshake,
which I showed you how to get to before,
through the Academic Success and Career Center website, ascc.wsu.edu.

If you go back into Handshake,
so I've shown you the Job section,
also on the left-hand menu,
Events and Fairs recently,
where the Career Fair Information was,
but some other upcoming ones are listed there.

But I'm just looking at the virtual events,
which even before COVID,
there were always a lot of events available.

But now there are just 10 times as many as there were in the past.

There are a lot of specific company information sessions.

So if there's any specific company,
larger company that you're interested in,
maybe they do an information session online
and they tell you how you should tailor your resume
and what to expect in one of their interviews,
how you can impress their panels, things like that.

There are just a lot of different events that are going on.

A lot of career development topic ones like resume writing,
interviewing skills, networking, research in graduate school options.

Just a lot of those.

But you can see all of these different virtual sessions that are available.

Bank of America, like I said,

E. & J. Gallo Winery,

large employers doing information sessions in here, Edward & Jones.

Sometimes it's a large company or a mid-size company that's just doing a virtual career development presentation that's not even about them specifically, they're just presenting helpful job search skills for students.

This is a great place to find online career events for Global Campus students.

The other place I said is the Alumni Association and that website is alumni.wsu.edu.

On this bar at the top here,

there's an Event section.

You can just filter by types to find Career Development events.

The career experts, the career fair,

the virtual career fairs that we've had,

there's also a recent Grad Networking Night online tonight.

That already happened.

Other career development topics,

one that I'm doing in November 5th,

Finding The Right Career 2020,

which is a career interest assessment webinar.

If you're interested in doing that,

you can find information there,

or on connections website,

and also in the Student Newsletter where we also send out

information about all these online goings on.

Like I said, even though this is the Alumni Association,

many of these are available to current students also.

Just another option for you as a Global Campus student to find online career events.

Moving forward, Career Assessment is one of

the areas that I focus on a lot with students because I think it's really

helpful for many different types of students.

For perspective students that are coming in and selecting the major for them.

I almost always make them go through a free career assessment to get a better picture of

how their interests and disinterests play

a part in selecting an academic major and potentially a future career.

There are a lot of different assessment areas that I can help students with.

Like I said, interests,

work values, work personality, and also skills.

Like I said, I usually have people do the O*Net Interest Profiler first.

It's a free whole and code base career assessment.

I won't get too much into the details about what that means.

If I'm working with you one-on-one I'll share a lot more information.

But I guess the best way for me to do it is I'll show you where you could find it.

You don't really have to write this down because if you're working with me,

I would just send you all the information.

Then, I'll show you what the sample of

the strong interest inventory looks like and that is available to Global Campus students.

Just like the Myers-Briggs is available to Global Campus students for \$15 each.

Depending on what their focus is

I would suggest one over the other or maybe both in some instances,

some students do like to take both.

But if they're taking a career assessment for career exploration to say,

"Hey, I need to figure out what is a good option for me based on my interests and skills,"
then I would say definitely Strong Interests Inventory or if it's like,
"I kind of know what I want to do and I'm trying to figure out how I can use
my own personality and values and
communication style and how I interact with the world and others to
figure out specifically within different industries where I might want to be,"
then the Myers-Briggs is probably a better assessment.
I'll show you a sample of the Strong Interest Inventory,
which is a more in-depth version of that one on the top,
the free career interests assessment,
the O*Net Interest Profiler.

Then the focus too is also an option that also hits on all these different parts.

It's free for students. I'll show you where it is.

I would say it's not as in-depth as the Strong Inventory nor the Myers-Briggs,
but it's just a nice introductory assessment tool
that'll hit on different assessment areas.

It's a mile wide and an inch deep thing.

Let me show you some of those things.

[NOISE]

The O*Net Interest Profiler, again,
you don't really need to know the website for this.

Just if you're interested in Career Assessment,
then get in touch with me.

Again, cmiler66@wsu.edu is my email and that contact info will be at the end.

But if you're going to start the process,
this is the thing that I would have you start with

first just to make sure it's a meaningful exercise for you.

Just so you don't have to spend the \$15 or

\$30 depending on what you want to do with career assessment.

What it would do is give you something.

It's a boiled down version of what this is,

the strong interest inventory.

This is the main interests assessment tool that's available for WSU students.

Like I said, it's \$15. Here's what a sample one looks like.

Here's Martin's sample, excellent student.

It tells you that the things I've been saying.

It'll take your interests patterns,

so your interest and disinterests and compare them and a gender normative weight,

so it's either men or women,

depending on how you identify.

It'll look at people who have

identified themselves with a certain interest pattern by doing the assessment also,

but also enjoying the job that they have,

the work that they do, based on a different number of criteria.

The idea being, if you have a similar interest and disinterest pattern

as a man or a woman in a given career,

so they have a similar interest or disinterests

pattern as you and they liked the work that they do.

The suggestion is that you might also enjoy that work based on your interests,

based on your skills confidence, and these different areas.

I don't want to get too much into the Holland hexagon,

which is something I would do with you one-on-one if you took this assessment,
but it'll give you a type based on
your assessment areas and it'll break down more larger job cluster areas, industries.

Sales management, politics or public speaking here for this enterprising type,
how do you score in each of those areas?

For social sciences, human resources and training,
how do you score in those areas and so on and so forth.

Then it'll break it down even further, I should say.

In the occupational skill set for a specific job for a life insurance agent,
whoever Martin's sample is.

The way he scored above the standard score of 66,
he shares interests with men in that occupation and probably would enjoy the work.

That's the basis of this test.

There are a 120 I think,
that are listed in here, a 130 occupations so specific occupations.

A lot of this is just a starting point for you to research further.

That's something again, if I'm working with you one-on-one,
I'll help you do that and I will a little bit in just a minute here,
show you a good career researching tool that's available for you.

But that's just a glimpse at career assessment opportunities for Global Campus students.

Let's get back to ASCC and Handshake here.

Let's get out of Handshake.

If it'll let me do it that way,
do it the easier way type ascc.wsu.edu under Overview.

It's hidden here.

That's why you don't really need to know specifically where these are.

I would send this to you under Career Coaching Assessment,
there's the Focus 2 tab.

I would send that to you also.

You need a registration code for that too.

Just so you know, I just want you to know where it is.

Those are some of the career assessment options for Global Campus students.

Some other resources to highlight our websites.

The Global Campus career support website where a lot of
my brief information is and how to get in touch with me.

The ASCC website, I'll show you again some of the things to highlight there.

Then the Occupational Outlook Handbook is

a researching tool that I was recommending before.

Let me show you some of those things.

Of course, online.wsu.edu, where did I hide you?

Here we go, let's go back home.

Under Current Students,

you don't have to be a current student to sign in,

so I'll show you where that is.

If you were a perspective student,

you can get in here also.

Under Current Students, under Career Support Services,

I'll just go to Overview.

It just talks about some of the different categories,

I've already talked about earlier on as a career advisor,

the things that I can help you with.

How to request a meeting,

there's a request services form here that prompts me to get in touch with you,

and to gather some information about what you're

interested in specifically with career advising.

The class, like I talked about, choosing a major,

career assessments, the blog,

all these different topics are here.

All those things are there.

I've already highlighted most of them.

I just wanted you to know that it's there for us as Global Campus also,

not just on the Pullman website.

The ASCC page again,

go back to Career Services, Overview tab again.

There are a lot of great resources here.

There's Resume Worded, what can I do with this major?

Candid Career is another career researching tool that I would recommend people check out.

Parker Dewey is an internship program like micro-internships.

A lot of this is completing more short-term projects for companies,

so that's a cool internship option for students too.

Then Information Packets, I think that's probably the first one to highlight.

Whenever you're trying to put a resume together,

or you're starting a job search,

interviewing tips, grad school search packet, there's information here.

Just quickly look at the resume one,

this is the older one only.

There's a 2021 that's hiding left side menu again,

resumes and cover letter they've seem to update that link.

ASCC Resume Packet, this is the 2021.

This is a more updated version,

you know there's a newer one.

They're both still, the 2018 is still highly relevant.

Different parts of a resume to give you ideas of different sections to fill in.

Like I said earlier,

if you want to resume review,

I'm here to do that for you.

How to write effective resume sentences, I shouldn't say sentences,

resume content, resume action words to use so you're trying to avoid being repetitive,

some competencies to focus on.

Just close that out,

I thought that was already closed.

We got here resume samples, different resume samples.

Based on what you're doing, there's a chronological, or functional,

technical, a science one.

Here's the technical.

Then there's going to be a little cover letter bit at the end,

it gives you an idea how to produce content for a cover letter as well.

A really good information here in the Resume Packet.

Again, there's an Interviewing Packet,

a Job Search Packet, a career,

or a Graduate School Packet too.

Let's go back to the overview

even though some of those things I want to look at are right there.

Resume Worded is a really cool tool.

This video doesn't have sound I won't show it.

It's basically to help students beat ATS software if they're applying for a job.

Any applicant tracking software that a company might use it scans

your resume where they're just putting resumes essentially,

not actually through a machine,

but through a technological imaginary machine

that scans out people based on the content of the resume.

This tool, you basically sign in,

you copy and paste the information from a job posting,

you copy and paste your resume content,

and all it'll do compare and contrast.

We're going to compare and contrast I want to show you what you need to focus on,

what you've done a good job of touching on your resume,

and what you need to focus on improving other things that you may have missed.

It's called Resume Worded, it's a really cool tool for

anyone who's job searching and turning in resumes,

so that's Resume Worded.

What can I do with this major as a fun?

Little linking academic majors to careers exercise.

The fact is that for most jobs you don't need a specific major,

just having an undergraduate degree improves your chances of finding employment and

finding employment that pays better

compared to others that don't have undergraduate degrees.

But for someone who's just looking as

a starting point of getting options based on their major,
this is something you can do.

I already did Human Development,

I'll do Business one.

From what we have, we have business, we have analytics,

we have accounting, analytics is interesting,

there's big data in analytics.

Just giving you an idea of some different analytics areas for this one specifically,

some different types of employers,

some strategies for seeking employment in those areas.

This one for operations management,

the first one was in a business analytics.

For different areas, banking and finance,

for insurance, for management and so on and so forth.

This is a cool resource too.

The last resource that I wanted to share with you for

career researching is the Occupational Outlook Handbook.

The website for that is [bls.gov/ooh](https://www.bls.gov/ooh).

This is the US Bureau of Labor Statistics.

Publication, used to be print

for hundreds of jobs and job clusters that exist in the country.

What is the outlook for those jobs?

Is it a good area to get into as you're doing career research?

Is it an area of growth?

Is it an area of decline?

Is it stagnant? What is it?

Let's do a refresh just to see what the featured occupations just change.

As you refresh the librarian here,

private detective and investigators,

database administrators, I try to usually to find

something that's a little bit fun or wacky, and it's going to stop.

Fashion, let's see fashion designers.

There's different ways to use it, there's A-Z index.

You can look at how jobs or job clusters are listed alphabetically.

You can just do a search at the search bar at the top.

I'm going to look at Fashion Designers,

just to show you the different areas for whatever it may be that you're researching.

There's a summary of what the job is.

There's these tabs at the top is how you can search through.

What do fashion designers do?

Duties, they study fashion trends and anticipate designs that will appeal to consumers,

they decide on a theme for a collection.

They use CAD programs to create designs and so on and so forth.

What is the work environment like for fashion designers?

Work in-house for wholesales or manufacturers,

and so on, a lot of information there.

How do you become one?

How do you prepare for a given career that you're interested in?

Many designers have a bachelor's degree in fashion or fashion merchandising.

You might find something you're interested in doesn't require a degree at all,

something may require a graduate degree or higher.

What is the pay like for each one?

That has good salary information that's broken down in different ways for different jobs.

This one, fashion designers versus art and design workers,

there's a big significant difference there.

How it gets its name, the job outlook,

employment of fashion designers is projected to decline 4 percent from 2019-2029,

so in the next nine years here,

it's going to be declining.

As they collected this information,

they're not collecting data for

every job at the same time because that would just be an overwhelming task,

impossible task to do.

They just update this as the data comes in for each one.

It'll be really interesting to see as 2020 data starts to populate

the Outlook Handbook to see which areas are declining more severely,

and which ones are growing more significantly.

Some statistical database on where you live.

If you find a career that you're interested in,

but maybe it doesn't pay enough,

or there's too much education required to prepare for it,

maybe you want to look at a similar occupation, those are there.

The More Info tab is really helpful tool from a research and networking perspective.

Because, that'll give you information usually about

professional associations that you can connect with to find out more about the career.

To connect with people that are doing it,

to do informational interviews,
to figure out how you can best prepare and find out more about
what to expect if this is something you want to pursue.

Again, this is the Occupational Outlook Handbook, [bls.gov/ooh](https://www.bls.gov/ooh).

Again, all these things that I'm highlighting I can share
with you personally if you just contact me,
and I can get you these resources.

Let's see.

I believe that brings us to the end of the other resources I wanted to share,
and the end of the presentation here.

Thank you so much for attending.

I'll stick around for any questions you may have, let me know.

Like I said, here's my contact information here.

If you want to get in touch with me,
the best way of starting is to send me an e-mail
and I can get you that Career Services Request Form,
or you can just pull that out directly from the online.wsu.edu website also.

Again, thank you so much for attending.

Let me know if you have any questions.