

Assessment
and

Career

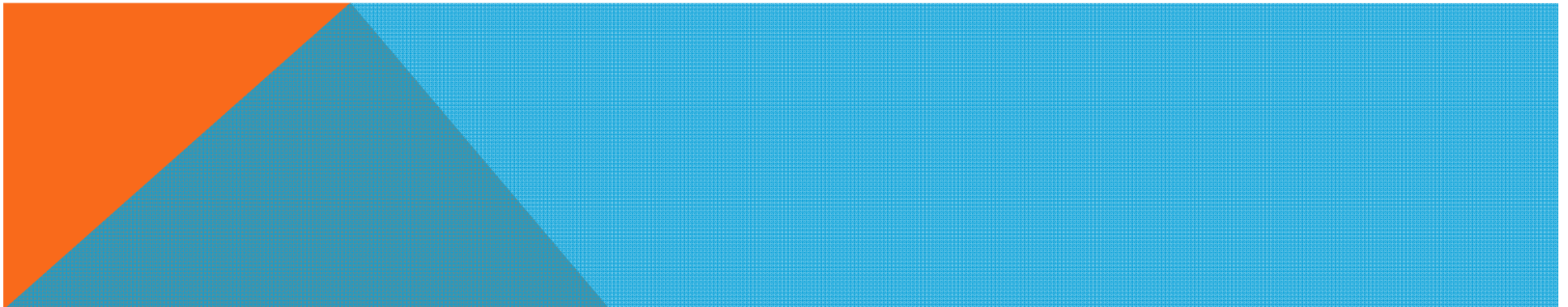
Programming

NEEDS AND OUTCOMES OF CAREER ADVISING

Arrupe College of Loyola University Chicago

“Achievable, Affordable, and Accessible”

- Opened summer of 2015
- Offering Associate Degrees
- Located on Loyola’s Water Tower Campus
- Classes, advising, and Arrupe only events are held in Maguire Hall
 - 1 E. Pearson, Chicago, IL 60611
- Maximum enrollment capacity of both 1st and 2nd year students is 400
- Maximum annual enrollment of first-year students is 200
- Advising
 - Primarily via two resources
 - Faculty
 - Office of Student Services



Career Advising & Career Education

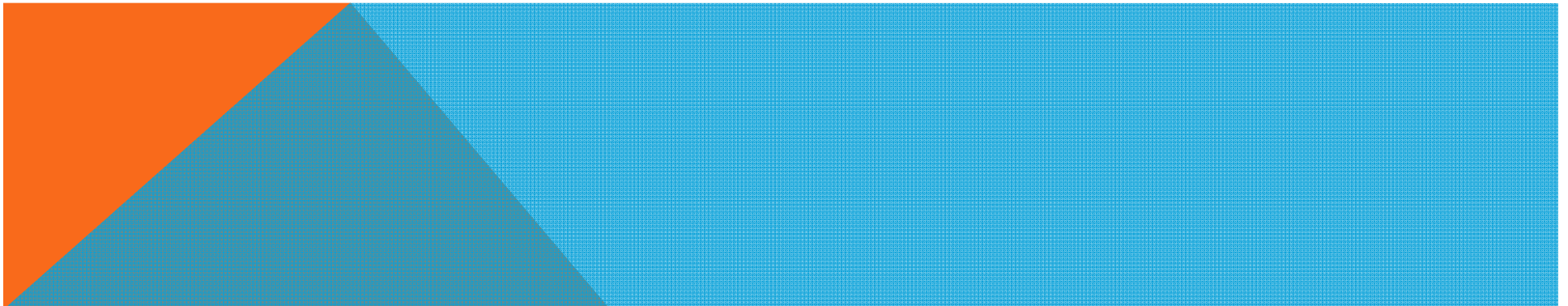
What is available? And where can we find it?

At Arrupe: New Program

- Office of Student Services
 - Career / Jobs Coordinator
 - Career Counselor
 - Social Worker
- Workshops, Panels, Fairs
- Individual Advising
 - Resumes, Cover Letters, Job Searching, Assessments, 4-year plans
- RamblerLink
 - Post Resumes, Job Search, Apply for Jobs, Mock Interviews, Event Information

At Loyola: Pre-Existing

- Career Development Center (CDC)
 - Two Locations
 - Water Tower Campus (Corboy Law Center)
 - Lakeshore Campus (Sullivan Center)
- Career Fairs
- Individual / Group Advising
 - Resumes, Cover Letters, Job Searching, Assessments
- RamblerLink
 - Post Resumes, Job Search, Apply for Jobs, Mock Interviews, Event Information



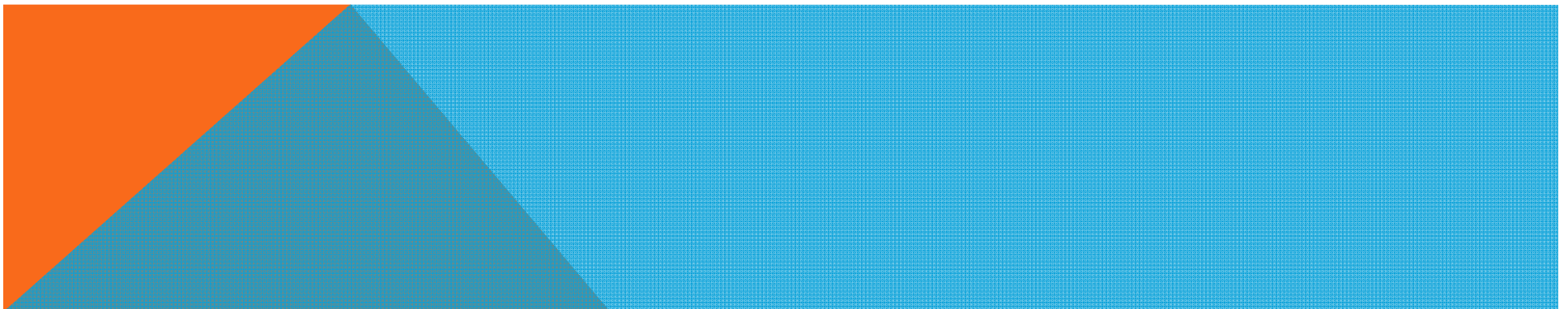
An Assessment of Need

Student Interest Survey

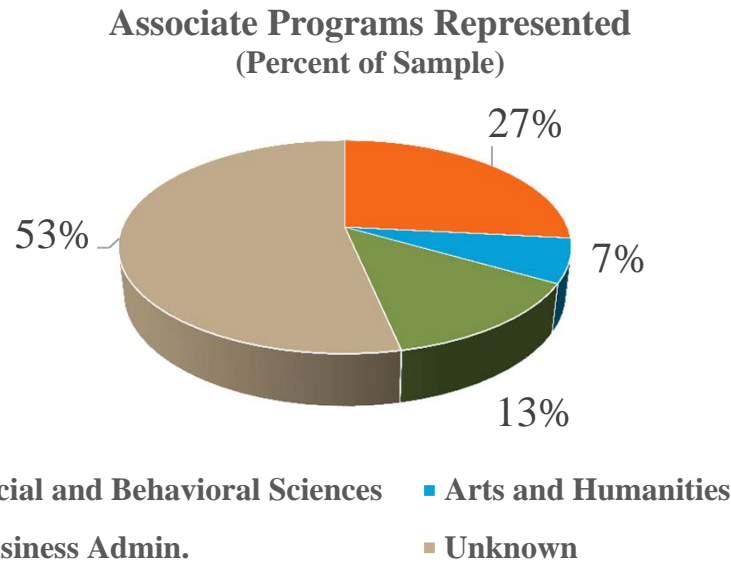
- **Employment status**
- **Resume**
- **Cover Letters**
- **Skills**
- **Interest of programming**

Consultation

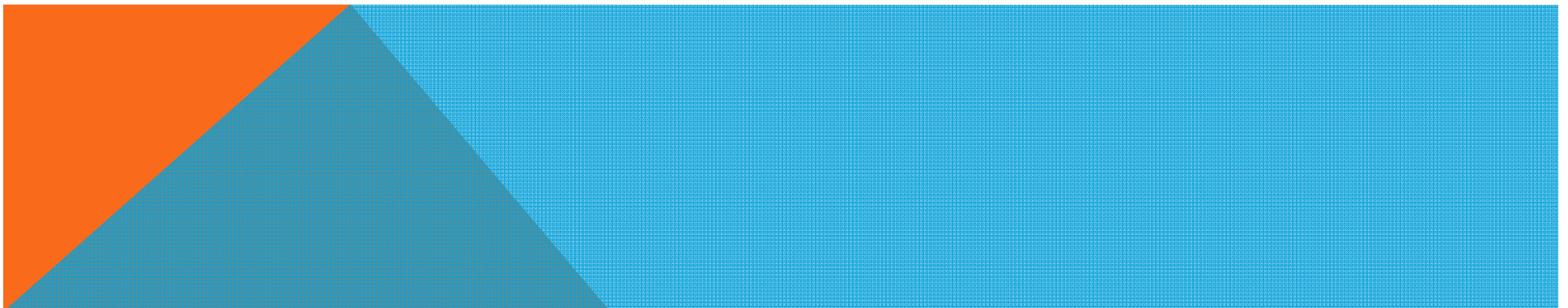
- **Current programming**
- **Current services**
- **Common issues**
- **Special cases**



Population Sample and Methods for survey



- **Formative, Overt Approach**
- **Quantitative and Qualitative**
- **Sampling (in-person) – December 2015**
 - **Relying on available subjects**
 - **100% response rate**
 - **Total: 45 surveys**
 - **Represents 30% of population**
- **Sampling (online) – February 2016**
 - **Reached whole population**
 - **Lower response rate – 13%**
 - **Total: 20 surveys**
- **Survey**
 - **15 questions**
 - **Nominal Scale (yes/no)**
 - **Ratio Scale**

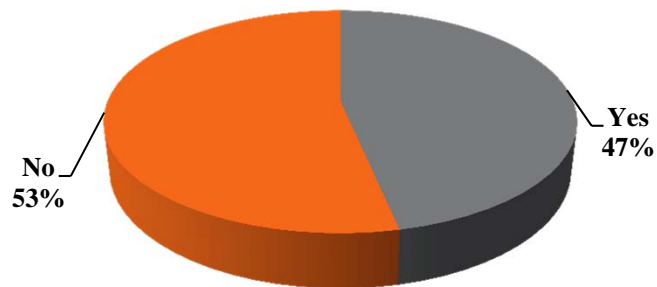


Results of Needs Assessment

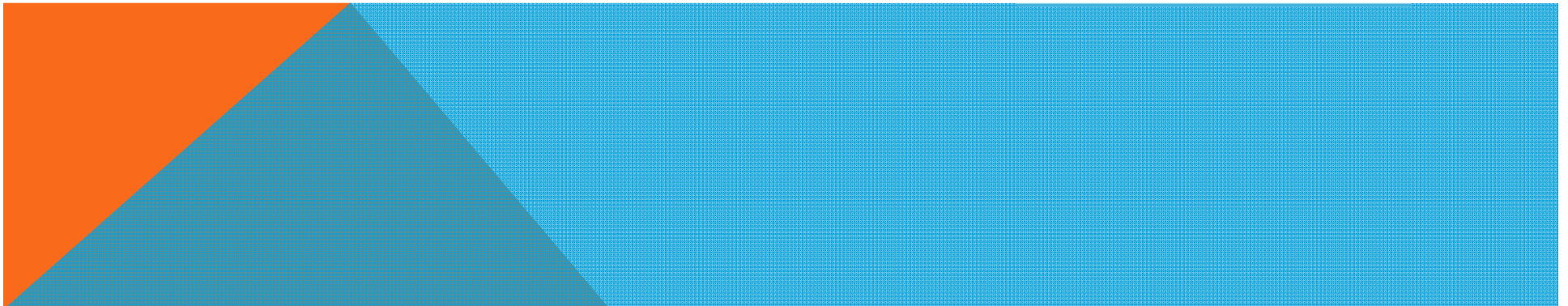
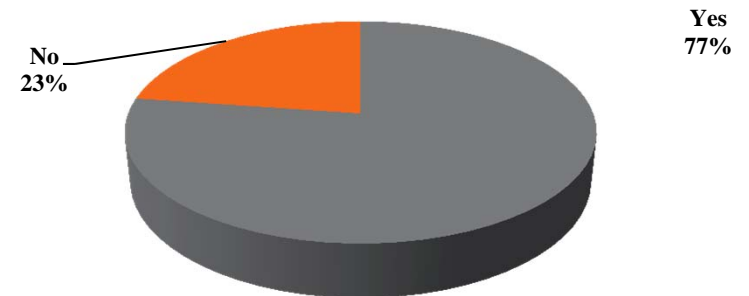
What could be developed?

- **Employment Status**
- **Approved Resume indicated**
- **Resume Critique Rating**
- **Knowledge of Transferable Skills**

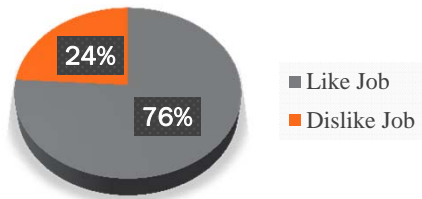
Percent of Students with a Job



Percent of Students that had a Resume Critique



Students' Job Satisfaction



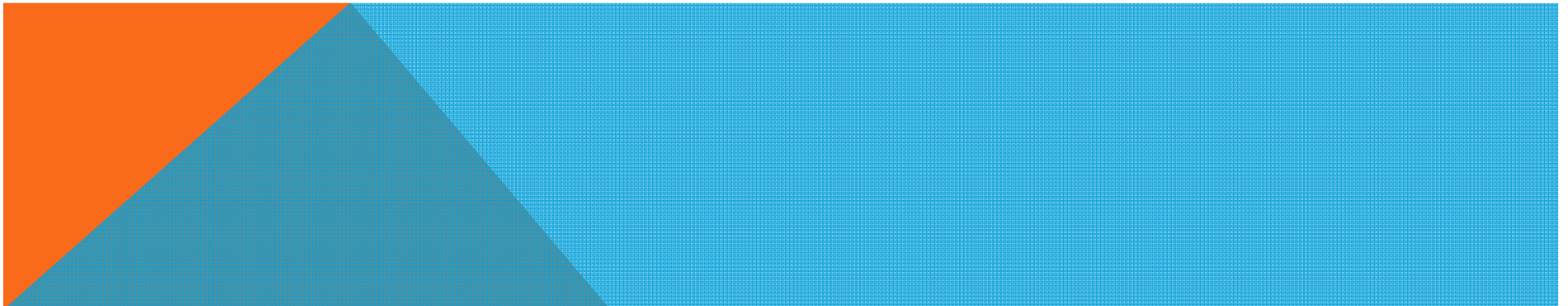
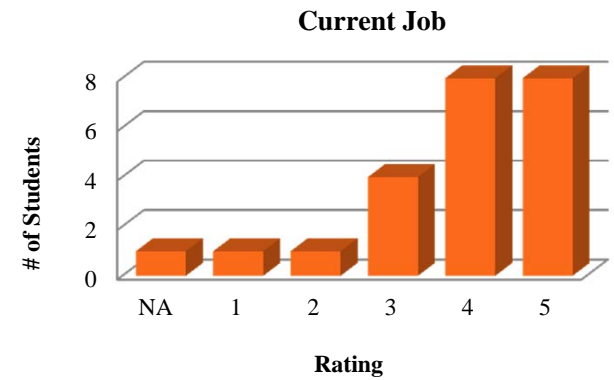
Employment Status and Resume Critiques

Employment:

- **76%** of students “with jobs” like them (4 or 5 rating)
- **24%** of students “with jobs” dislike them (1 -3 rating)

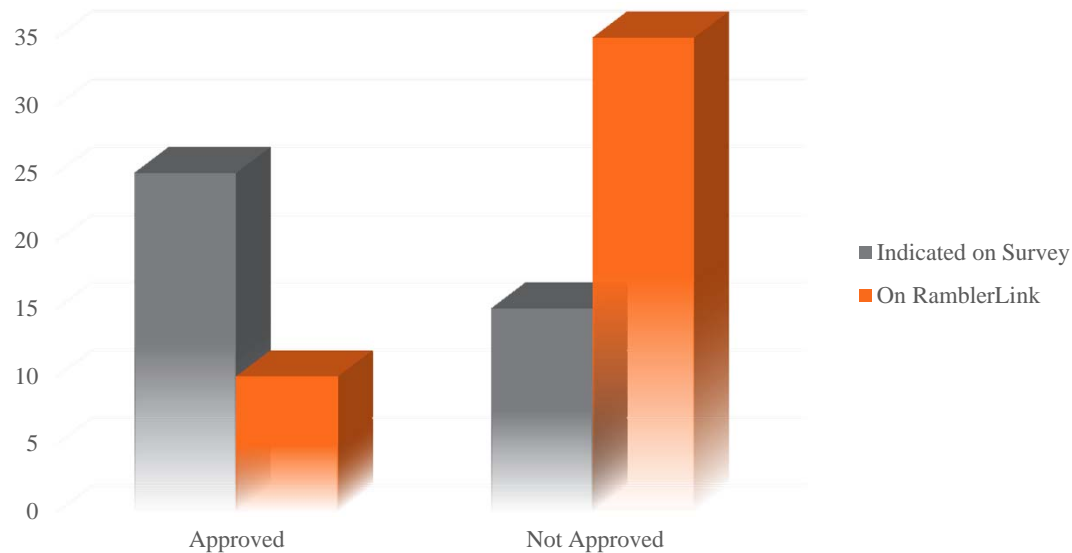
Resume Critiques:

- **60%** of students who really “like their job”, also thought critique was helpful.
- **58%** of students “without a job” thought resume critique was helpful.
- **08%** of students “without a job” thought the resume critique was unhelpful.



What is “Approved”?

STUDENTS WITH APPROVED RESUMES



Career Education at Loyola may differ from students pre-existing perceptions

Approved Resumes:

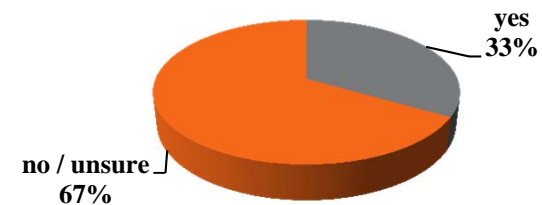
- 22% of students claim to have an “approved resume” and using the “RamblerLink”.
- 33% of students claim to have an “approved resume” and not using the “RamblerLink”
- 57% of students “with jobs” claim to have an approved resume.
- 54% of students “without jobs” claim to have an approved resume.

Transferable Skills

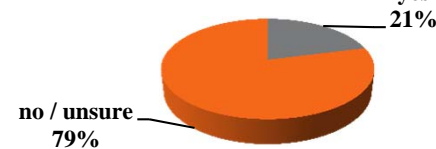
Do we have them? What are they? Are they important?

- **67%** of students believe they do not have them or unsure about them
 - **79%** of students “without” jobs are unsure about them
 - **52%** of students “with” jobs are unsure about them
- **33%** of students believe they have transferable skills.
 - **21%** of students “without” jobs believe they have them
 - **48%** of students “with” jobs believe they have them

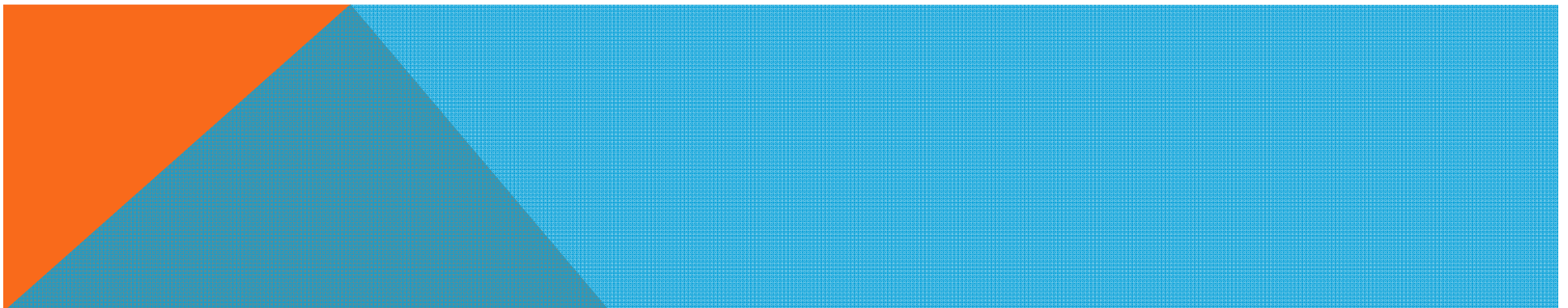
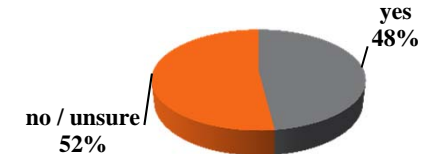
Percent of Students with Transferable Skills



Percent of Unemployed Students with Transferable Skills

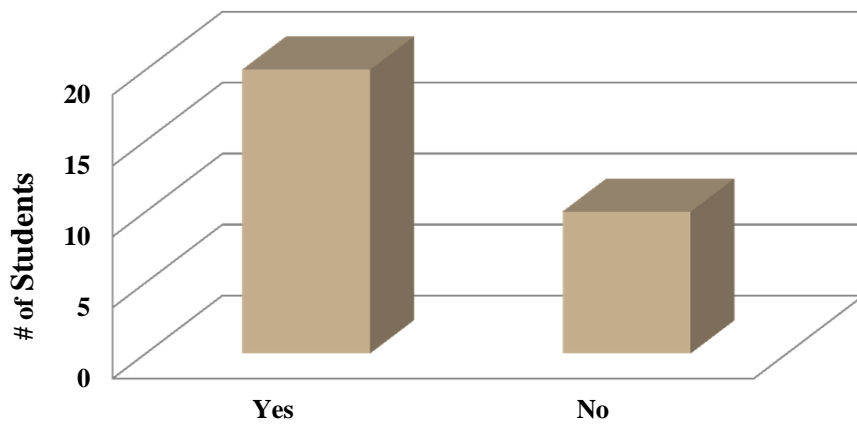


Percent of Employed Students with Transferable Skills

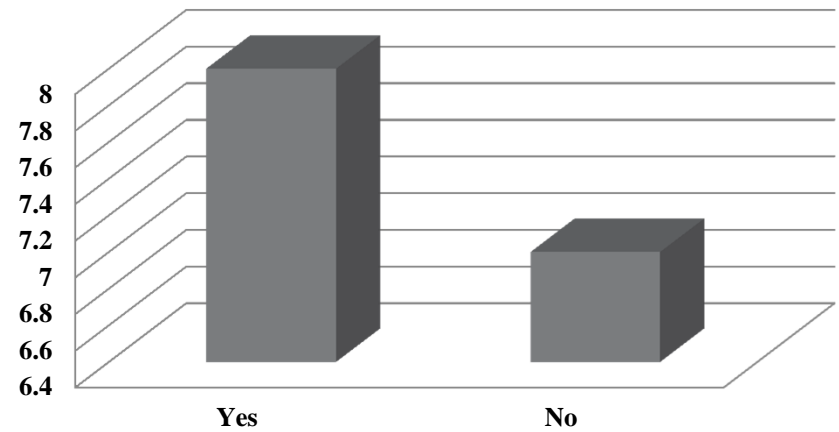


A WORKSHOP ABOUT TRANSFERABLE SKILLS

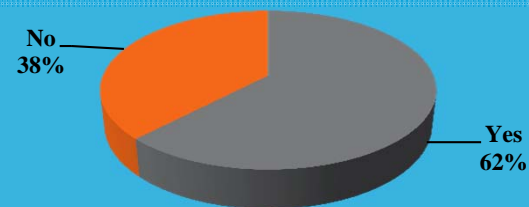
How many students *without* about Transferable Skills would attend a workshop about them?



How many students *with* Transferable Skills would attend a workshop about them?



Percent of whole Sample that would attend a workshop about Transferable Skills



Are the students Resourceful?

Career Programming offered at Arrupe

CURRENT

Unemployment Workshops

- **I applied for job, now what?**
- **I didn't get the job, what's next?**

Resume and Cover Letters

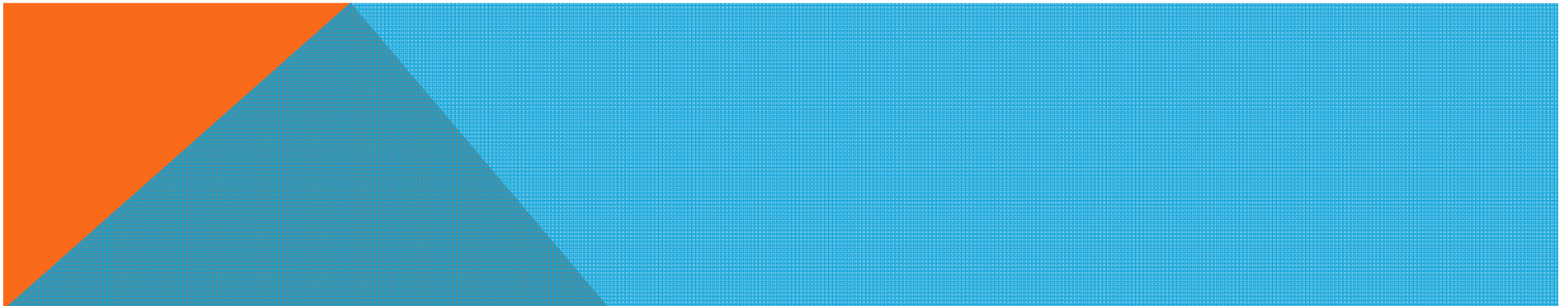
- **Critiques**
- **Guides**

4 Year Plans

PROSPECTIVE

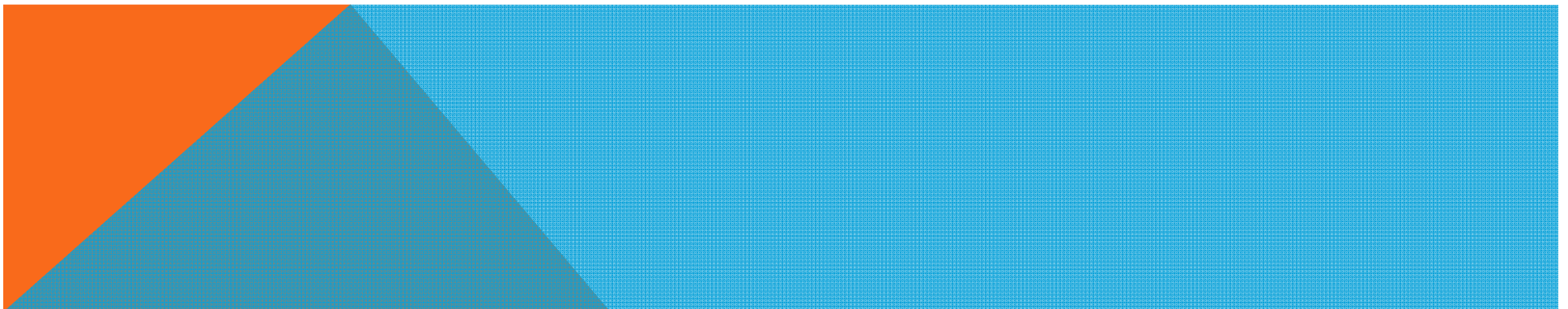
Career Development Series

- **Job Searching and Unemployment**
- **Motivations and Transferable skills**
- **Career Values**
- **Occupational Interests**
- **Healthy Relationships**



Learning outcomes

<u>Audience</u>	<u>Behavior</u>	<u>Condition</u>	<u>Degree</u>
Students	will write	a resume	to apply for jobs and use the RamblerLink
	will compose	cover letters	to apply for jobs
	will prepare and deliver	an elevator pitch	to communicate their goals, activities, purpose
	will identify	occupational interests	to choose a major
	will identify	transferable skills	to develop a cover letter, choose a major
	will identify	career values	to develop a career plan and career goal
	will try to make	a positive first impression	to get a job offer or an interview
	will search for	jobs effectively	to gain knowledge of job market and job qualifications
	will apply for	jobs effectively	to gain exposure to employers and job market

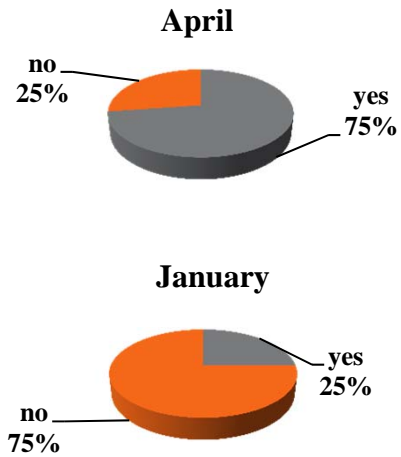


Unemployment Workshops

WERE THE STRATEGIES SUCCESSFUL?

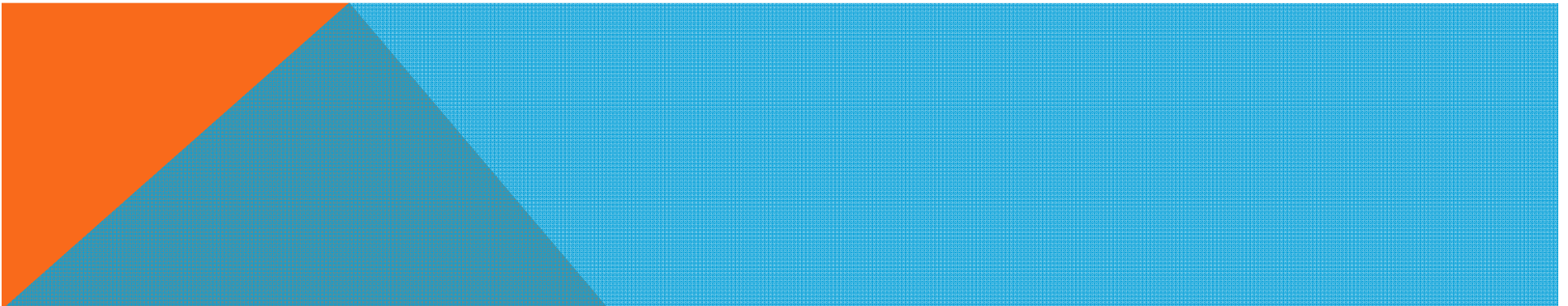
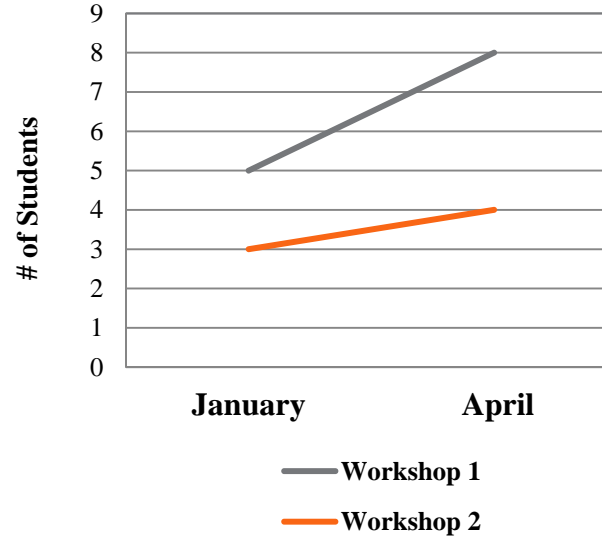
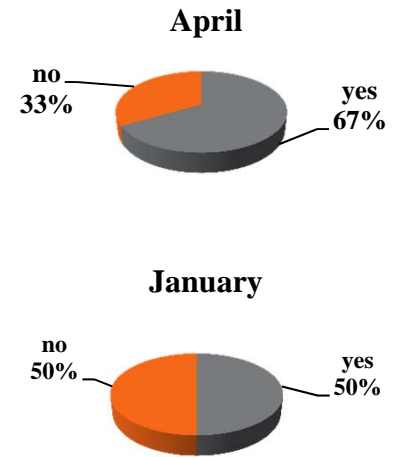
1.) I didn't get the Job, Now What?

Percent of Attendees Employed Increased by 50% in 3 months



2.) I applied for the Job, What's Next?

Percent of Attendees Employed increased by 25% in 3 months

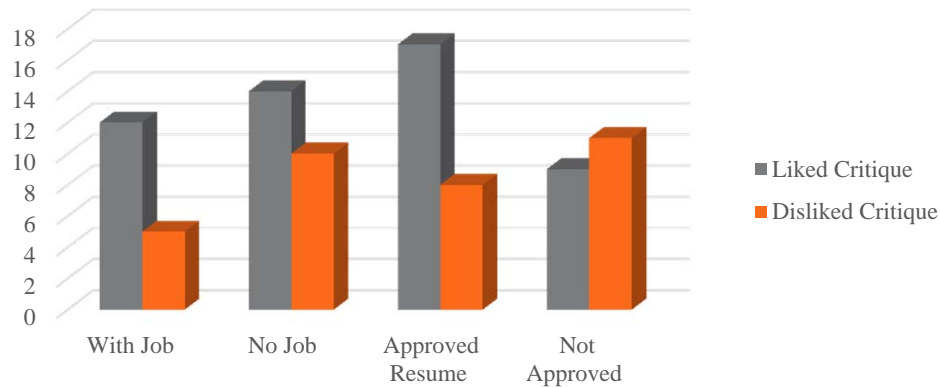


Comparing Needs & Outcomes

Interest Survey Results

23% of student population

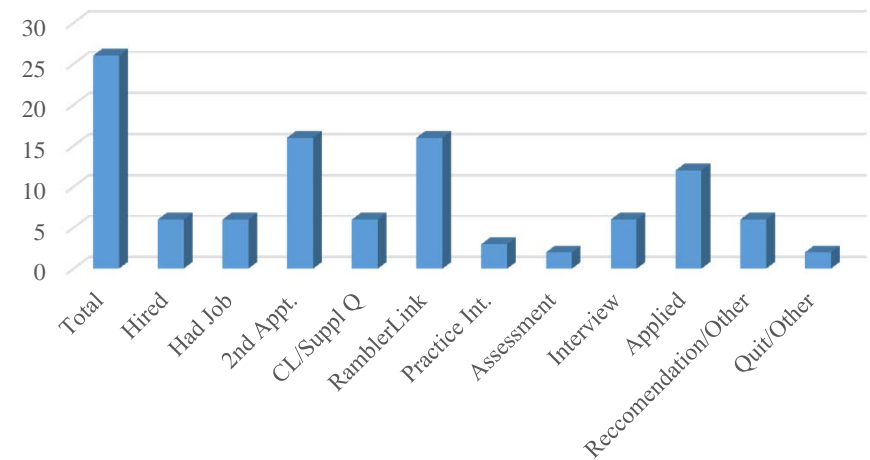
Most of the students thought a Resume Critique was Helpful
(4 or 5 Rating)



Individual Advising

14% of the student population

Impact of Resume Critique / 1st Session



- "Total" - # of students
- "Hired" - # of students hired after 1st session
- "Had Job" - # of students with jobs prior
- "2nd Appt." - # of students who met for a 2nd session
- "CL / Suppl. Q" - # of students who sought help with Cover Letters and Application Questions
- "RamblerLink" - # of students who sought additional help with the RamblerLink
- "Practice Int" - # of students who had a practice interview
- "Assessment" - # of students who volunteered to use a career assessment tool
- "Interview" - # of students who had a job interview after 1st session
- "Applied" - # of students who applied to a job after 1st session
- "Recommendations/Other" - # of students asking for a recommendation or started 4-year plans
- "Quit/Other" - # of students who quit their current job or want to quit if they get hired elsewhere

Future Assessment

WHICH METHOD TO USE?

In-Person

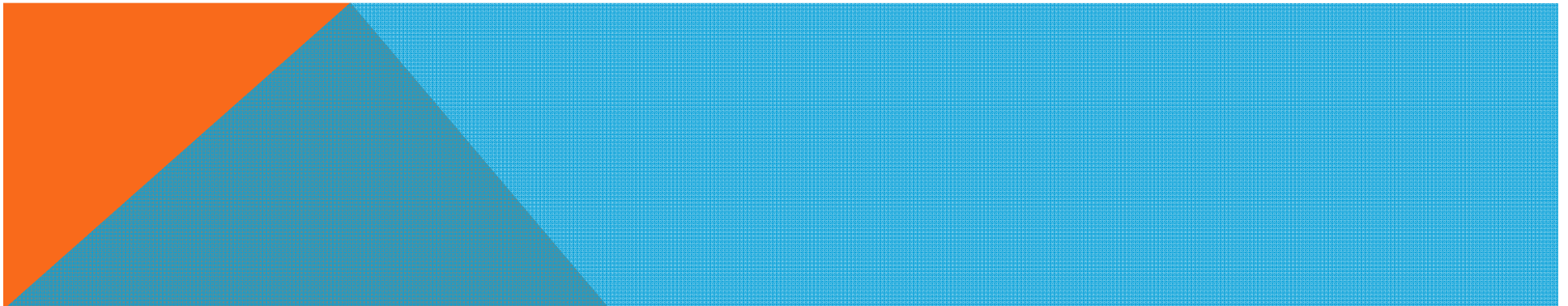
- Individual Advising Session
Caseload of 26 students
- Open Office hours
Tues. & Thurs. (noon – 3 p.m.)
- Surveys
45 Total - 100% Response rate
- Workshops
Average Attendance: 8.5 Students
Goal: 10

Online: E-mail, Forms

- Advising opportunities - Minimal
 - Dissemination of information
 - Passwords resets
 - Appointment confirmations
 - Summary of session / follow-up
- Surveys
 - 20 Total - 13% response rate

Consultation

- Broad Themes / Topics
- Proactive and Reactive Approach
- Limited Availability
 - New Program
 - Ambiguous Roles
 - Ambiguous Goals
- Agendas Differ
 - Lack of enforcement
 - What is mandatory?
 - Lack of follow-up
 - What do we really need?



Improvements & Suggestions

- **Include more demographics**
- **Describe Transferable Skills**
- **Exclude had a job**
- **Exclude time of day for workshops**
- **Describe “Approved”**
- **Current major vs. Desired major**
- **Anonymity more explicit**
- **Indicate required fields**

