

IV/OUR LIAISON PROGRAM

Our Liaison Program pairs each senior college and several special populations with a staff member or graduate assistant who is charged with ensuring that his/her given population(s) is being served by our office as effectively as possible. Selected liaison activities from 2008-09 follow:

College of Art & Design (Coordinator, Job Search)

- Strengthened relations by attending a meeting to openly discuss how Art & Design Interviewing Day can be improved.
- Presented at several classes and student organization meetings.

College of Arts & Sciences (Associate Director, Student Services)

- Career Decision Making staff made presentations at the Dean's Open House during Bengal Bound Orientation to alert students and parents to the value of early career exploration and the need for gaining experience, particularly for Arts & Sciences students.
- Hosted a faculty focus group to field ideas to enhance communication with their students. Outcome highlights were implementation of a bulletin board system within eight departments and addition of links from departmental Web sites' home pages to Career Services site.
- A workshop series was implemented to assist students in making career decisions and gaining experience while in college.

College of Education (Assistant Director, Job Search)

- Coordinated a panel of professionals for Kathy Hill's fall and spring Kinesiology class.
- Changed the Teacher Interviewing Day layout—based on recruiter interest—to provide more opportunities for browsing and networking for students not yet engaged in a full-time job search.
- Worked with Melissa Argrave, alumni relations coordinator, to promote the Tiger Network, services available, and general information about Teacher Interviewing Day to alumni.

College of Engineering (Assistant Director, Experiential Education)

- Attended Advisory Committee meeting for S-STEM.
- Met with College of Mechanical Engineering assistants Dick Juneau, Bob Waltman and Larry Dufour and Jack Helms, Engineer-in-Residence for the College of Mechanical Engineering.
- Presented to 21 classes and the College of Engineering Residential College.
- Held two College of Engineering Networking Receptions, one each on the eves of the fall and spring Career Expo.
- Attended Louisiana Engineering Society Jambalaya Dinner, Corporate Gumbo Kickoff and Halliburton Day.
- Attended Incoming Student Engineering Experience Program and participated in a roundtable discussion with incoming freshmen.
- Met with Julie Harris and Vaneshette Henderson from the Diversity Program and Summer Dann Johnson of the Summer Engineering Program about students obtaining work experience.
- Conducted mandatory Info Sessions for students interested in participating in Construction Interviewing Day.
- Collaborated with Les Rosso, Construction Management, and CIAC representatives to change the general format of Construction Interviewing Day—based on recruiter feedback—to reflect the competitive nature of the job search based on recruiter feedback.

College of Basic Sciences (Coordinator, Experiential Education)

- Met with Martha Cedotal, Ph.D., associate dean, to discuss procedures for off-track students.
- Contacted graduates for Residential Life Science Panel.

Graduate School (Associate Director, Student Services)

- Hosted a series of workshops and panel discussions to assist students considering graduate school.
- Collaborated with the LSU Law School on its annual open house, attended by 108 students.
- Collaborated with Kaplan Test Prep in providing a law school preparation workshop that was attended by 128 students.
- Designed and delivered a series of workshops on admission to graduate and professional school for the Pre-Doctoral Scholars Institute and McNair Scholars.

E. J. Ourso College of Business (Associate and Assistant Directors, Employment Services)

- The Employment Services and Career Decision Making teams held several meetings with Victoria Archangel and Ashley Junek to discuss opportunities to assist their students. As a result of this collaboration, Career Decision Making counselors administered the Strong Interest Inventory to 111 BADM 1000 students. Also, a fall 2009 program is scheduled, to include two Career Services presentations to each section of BADM 1000 and an employer networking night.
- The new Associate Director of Employment Services met with faculty and staff several times to learn more about things Career Services can offer to this population.
- The E. J. Ourso College of Business Networking Reception was again hosted in the fall and spring semester. Breakout rooms for MBA and Accounting students were introduced. Participation in the fall event increased from 254 students in fall 2007 to 571 students in fall 2008. Participation in the spring event also increased: 267 students attended, whereas 228 students attended the spring 2008 event.

Greek Life (Coordinator, Experiential Education)

- Co-hosted Greek Networking Event with Shell and Greek Life.
- Delivered presentations at several chapter meetings.
- Served as keynote speaker at Louisiana Beta Chapter of Alpha Epsilon Delta's Annual Induction Banquet.

International Services (Assistant Director, Experiential Education)

- Participated in fall, spring and summer orientations.

Liaison Cluster (Director)

During Liaison Planning Day, held in July, the team decided to group several units into a "liaison cluster." Units in the cluster are those that neither require nor want the level of intensive involvement that is needed by other units. The cluster units are as follows: School of the Coast & Environment, Division of Continuing Education, Honors College, Student Government, students with disabilities, and School of Veterinary Medicine.

• School of the Coast & Environment

- Coordinated with *Gambit Weekly* to secure an interview with Ralph Portier, Ph.D., about jobs that students/alumni in the school can secure, and to discuss employers' recruiting interest this year in comparison to previous years.
- Worked with Dick Schneider, director of development, about initiating an internship program and related procedures and policies.
- Coordinated table sits and presentations for the Student Conservation Association through Renewable Natural Resources and Coast and Environment Studies.

- Worked with Chuck Wilson, Ph.D., vice provost and associate vice chancellor, on job opportunities for Environmental Science graduates.
- **Honors College**
 - Met with Cindy Seghers, internship coordinator, about services for students, to plan strategies for the year, and to provide Four-Year Career Plans for all counselors. Followed up on a weekly basis about programs and events of interest to students, and Seghers disseminated the information to key faculty and staff and all students.
 - In collaboration with Seghers, conducted an Expo Preparation Workshop for students.
 - Co-sponsored a federal job résumé training session hosted by the New Orleans Federal Executive Board.
- **Student Government**
 - Met with James Zitzman, member, to discuss raising awareness about federal career opportunities and our work with the Call to Serve Pilot Program.
 - Secured continued funding of our subscription to Going Global, a resource for students interested in jobs in other countries.
- **Office of Disability Services**
 - Sent students a special invitation to attend the Career Expo.
 - Requested that Ben Cornwell, director, share information about job opportunities and an e-fair with students with disabilities.
 - On a regular basis, forwarded the magazine *Careers for the Disabled*.
 - Provided our 19 interview rooms to 42 students needing special exam accommodations.
- **Office of Continuing Education**
 - Mary met with Doug Weimer, executive director, about services for retired employees.
- **School of Veterinary Medicine**
 - Sent a congratulatory note to Dean Haynes in recognition of his receipt of the 2008 American Veterinary Medical Association Award, the organization's highest honor.
 - Attended "Connections" at the Vet School to dedicate the Serenity Garden and network with faculty and staff.

Manship School of Mass Communication (Assistant Director, Communications)

- Presented "Deadliest Résumé" how-to workshops to all student organizations in the school.
- Presented an "OMG! I need a Mass Comm job." for seniors.
- Delivered presentations at Baton Rouge Advertising Federation's student conference and Public Relations Student Society of America's regional conference, both held at LSU.
- Conducted Résumé Quick Checks, 15-minute appointments scheduled through Careers2Geaux using the new scheduling tool and hosted in the lobby of the Journalism Building (to build awareness).
- Delivered one-hour, tailored Career Services overviews to more than 20 sections of Media Writing, a required course for would-be Mass Communication students.
- Researched field-related job sites and created a related page on Career Services' Wikipedia.

Minority Students (Counselor, Career Decision Making)

- Hosted a table at Experience LSU, attended by hundreds of high-achieving in-state and out-of-state prospective minority students and their parents.

Residential Life (Assistant Director, Career Decision Making)

- The Career Decision Making staff administered the Strong Interest Inventory and the Type Focus assessments to three sections of LSU 1001.
- Three evening sessions of Career Jump Start were held in residence halls.

School of Social Work (Counselor, Career Decision Making)

- Attended the School of Social Work Field Fair to recruit a Career Decision Making intern.
- Developed field-specific sample résumés.

Student-Athletes (Coordinator, Job Search)

- Held office hours in the Cox Academic Center for Student-Athletes outside of normal business hours to assist these students at times convenient to their schedules.
- Attended a Center for Student-Athletes staff meeting to generate ideas for collaboration.
- Spoke at a student-athlete leadership organization meeting to increase awareness of our services.
- Assisted with the coordination of a program co-hosted by Career Decision Making and the Academic Center for Student-Athletes to deliver a personal interest assessment to incoming student-athletes.

University College (Assistant Director and Counselor, Career Decision Making)

- Co-sponsored the University College Majors Fair.
- Offered several Career Jump Start workshops.
- Coordinated and facilitated presentations, workshops and information fairs for sessions of Freshman Orientation, Advising and Pre-registration Program.
- Worked with students in the Summer Scholars and Summer Opportunity programs.