

Mission Statement

Career Services strengthens the mission and goals of Utah State University by supporting the career exploration and employment success of students and alumni over a lifetime. Career Services' professionals provide programming and coaching to help students and alumni achieve their goals in:

- career exploration;
- student employment & internships;
- graduate school prep & testing; and
- career employment.

Services Offered

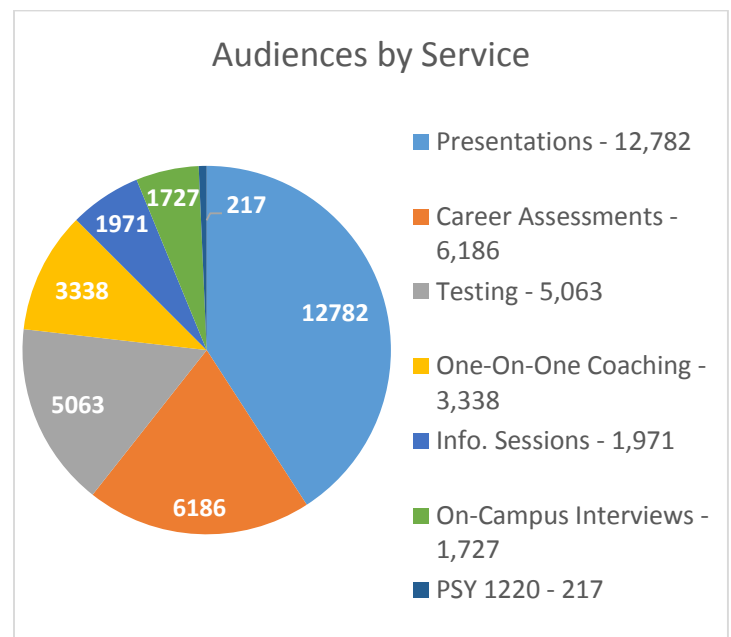
Fulfilling this mission is a group of highly trained professionals delivering a broad range of developmental programs, services, and events which are delivered in a state-of-the-art, student-centered environment. The audiences served by Career Services include: students, alumni, faculty, administrators, advisors, employers, parents, and community members.

In order to develop lifelong career search skills in students and alumni, Career Services provides:

- one-on-one career coaching;
- customized presentations and panels;
- resume/cover letter editing;
- grad school personal statement editing;
- social media writing for LinkedIn;
- mock interviews;
- on-campus recruiting and info. sessions;
- career fairs;
- "satellite" advising locations;
- computer access in the Career Café;
- alumni networks; and
- a vibrant and up-to-date website including free career exploration and job search tools.

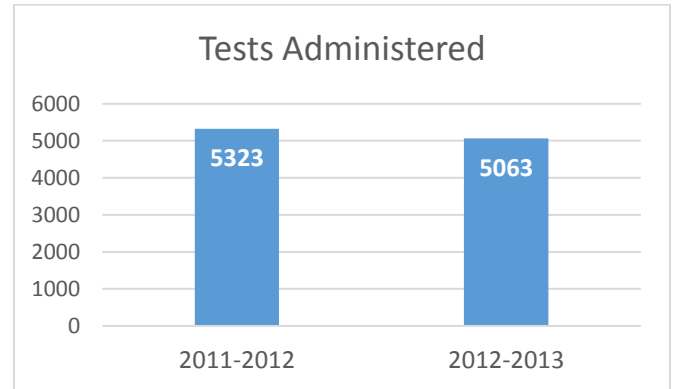
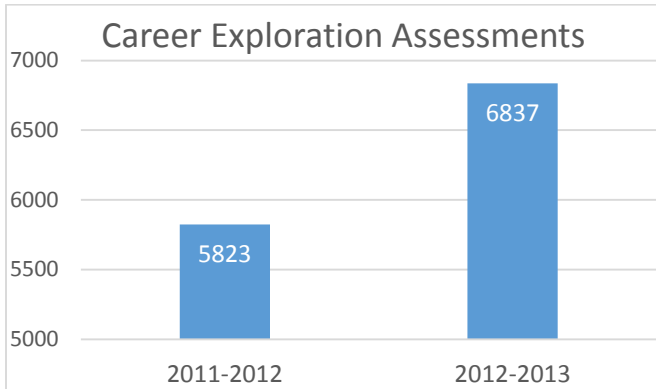
Audiences Served

A total of 31,284 students and alumni received assistance at Career Services this year, a 130% increase in four years. Eighty percent of students and alumni were very satisfied or satisfied with services received. Over 2,651,985 hits to the website helped students and alumni reach their career goals. The following illustrates the number of audiences served and associated delivery method.



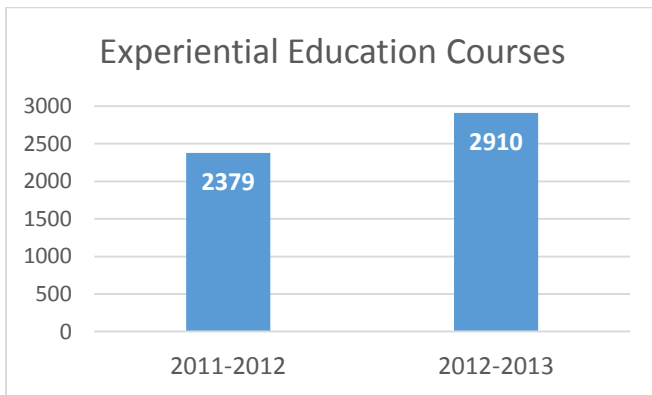
1. Career Exploration

Career Exploration programming includes: assessment instruments, one-on-one interpretations with specially trained career coaches/peers, presentations in small and large settings, and a career exploration course (PSY 1220). Career Services provides and interprets various career exploration assessments for a total of 6,186 uses of these important career tools including FOCUS2, Meyers Briggs, and Strong Interest Inventory.



2. Experiential Education Courses

Formal internship programs exist in all eight colleges on campus and involve over 50 faculty internship coordinators working to support the academic and “real-world” experiences of students. A total of 2,910 students participated in experiential education courses including internships for a total of 12,711 credit hours.



3. Graduate School Prep & Testing

Career Services supports students continuing their education by providing information about graduate school with particular emphasis on applications and essays. There were 5,063 tests given in the areas of undergraduate and graduate admissions, exams for credit, placement, and certification exams.

4. Career Employment/Recruitment

From on-campus recruiting to fairs/expos, the majority of career employment preparation takes place in the form of one-on-one career coaching and customized presentations to over 16,000 students.

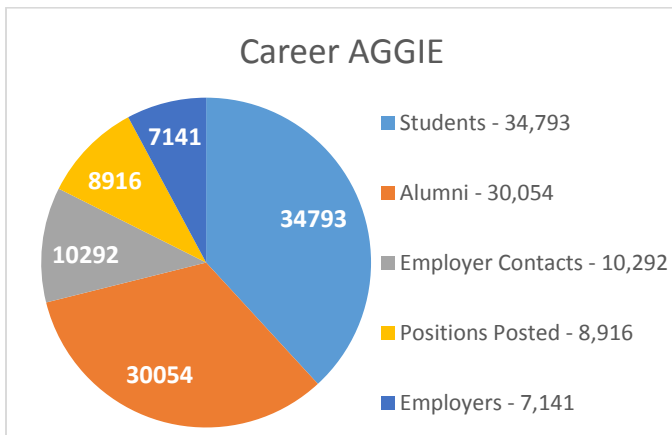
A. On-Campus Recruiting

During the 2012-2013 recruiting year, 155 organizations participated in on-campus recruiting conducting 1,727 interviews. Fifty-six organizations held information sessions reaching 1,971 students.



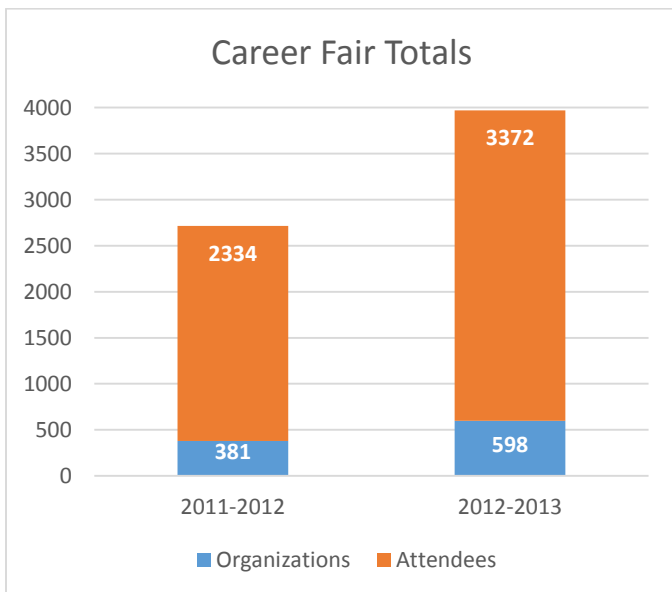
B. Career AGGIE

Career AGGIE is Career Services' online job posting and networking system. Posted positions include: student employment opportunities, internships, entry-level openings, and positions for experienced alumni. Career Services is a founding member of *Rocky Jobs* which allows employers in the Intermountain Region to post jobs to 17 member schools.



C. Career Fairs

Career Services hosts the state's largest Career Fairs, with eight targeted events.



Assessment & Evaluation

To continue improving services offered, a comprehensive program of assessment and evaluation is ongoing. Each major program/event is evaluated. Career Services also surveys graduates three times post-graduation to assess employment and continuing education plans. Assessment and evaluation data is reviewed by the staff to make improvements to programming and services offered.

The staff at Career Services is involved in regional/national associations and user groups, in addition to benchmarking with other centers to assess trends. Each career coach maintains relationships with key constituent groups both on- and off-campus including all academic colleges, departments in Student Services, employers, and professional organizations.

“Career Services continuously builds positive partnerships with students, alumni, faculty, staff, administrators, employers, and the greater community. These partnerships are critical in helping students and alumni discover their career potential.”

*Donna Crow, Executive Director
Career Services & Student Success*