





present  
**Career Readiness:  
 Preparing a Pathway  
 for  
 Student Success**

**What is the Career Ready Endorsement (CRE)?**

- How and why was it developed?
- What does it include?
- How do students participate?
- CRE Student Metrics

**Career Ready Endorsement  
 How and why was it developed?**

- Initiatives written by the Indiana Commission for Higher Education
- Indiana Adult Career Ready Standards
- Task Force
  - Vice-Chancellor of Student Affairs
  - Academic Dean
  - Academic & Career Development Advisors
  - Faculty
  - Administrators
  - Research Development
  - Financial Aid
  - Workforce Alignment
- Goals
  - Early career preparation
  - Bring traditional non-traditional student population
  - Promote career building opportunities

**Career Ready Endorsement  
 What does it include?**

- Identifying strengths and interests
- Assessing placement potential and making connections with employers
- Connecting with faculty to understand how to relate coursework to internships
- Involvement in career development workshops, work office appointments
- Connecting with community and college organizations
- Developing workplace skills

**Questions?  
 How Might We Help You?**





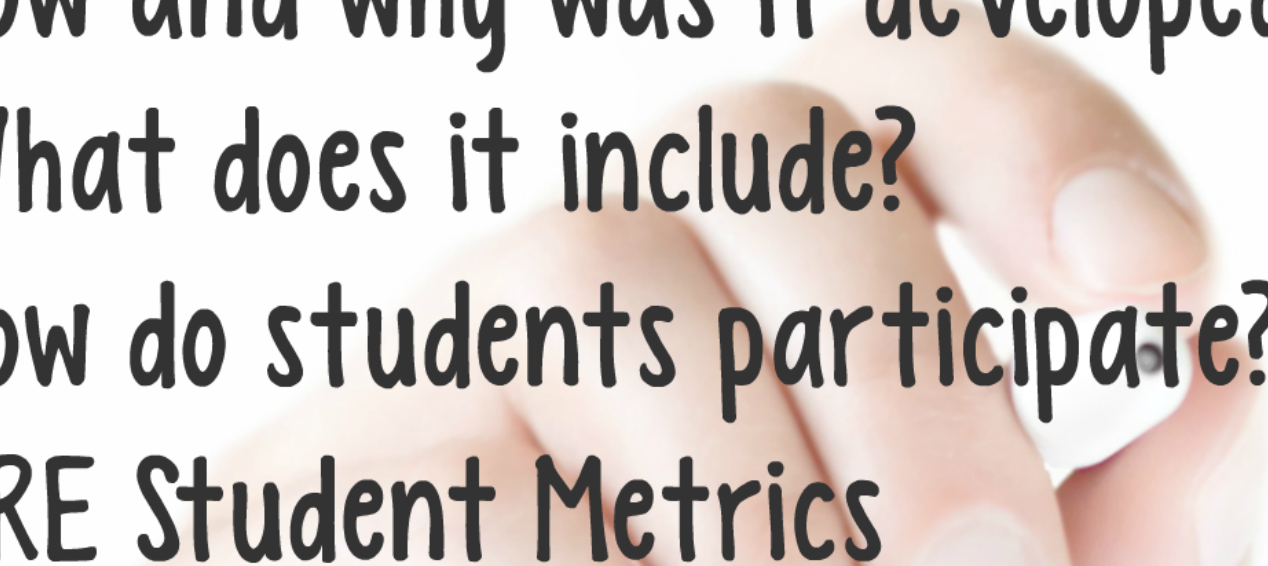
Paula Clark, Rachel Cooper, & Sara Dunlap

Certified Career Advisors

present

**Career Readiness:  
Preparing a Pathway  
for  
Student Success**

# What is the Career Ready Endorsement (CRE)

- How and why was it developed?
  - What does it include?
  - How do students participate?
  - CRE Student Metrics
- 

# Career Ready Endorsement

## How and why was it developed?

- Initiatives written by the Indiana Commission for Higher Education
    - Indiana Adult Career Ready Standards
  - Task Force
    - Vice-Chancellor of Student Affairs
    - Academic Deans
    - Academic & Career Development Advisors
    - Faculty
    - Recruiters
    - Resource Development
    - Financial Aid
    - Workforce Alignment
  - Focus
    - Early career preparedness
    - Busy traditional/non-traditional student population
    - Meaningful career building experiences
- 

# Career Ready Endorsement

## What does it include?

- Identifying strengths and interests
- Researching placement potential and making connections with employers
- Connecting with faculty to understand how to relate coursework to internships
- Involvement in career development workshops and 1:1 office appointments
- Connecting with community and college organizations
- Developing workplace skills

# CHAPTER 1: EXPLORATION

Recommended completion by 15 credits.

## KNOW YOURSELF!

### REQUIRED

- Sign pledge form with Career Development and obtain binder
- Research 3 fields/careers based on Strengths Quest and Indiana Career Explorer results

### CHOOSE 1 OR MORE

- Interview someone in your field of interest
- Complete at least 1 job shadow experience

verified by: \_\_\_\_\_

## KNOW YOUR STUFF!

### REQUIRED

- Establish academic plan
- Early registration with advisor

### CHOOSE 1 OR MORE

- Attend networking event
- Establish a mentoring relationship

verified by: \_\_\_\_\_

## KNOW YOUR PLAN!

### REQUIRED

- Meet with Career Development advisor
- Create "aspirational résumé" and discuss with Career Development advisor

### CHOOSE 1 OR MORE

- Attend career workshop
- Research local employers and possible positions
- Watch Career Spot video and discuss with Career Development advisor

verified by: \_\_\_\_\_

## KNOW YOUR COMMUNITY!

### CHOOSE 1 OR MORE

- Learn about clubs/organizations
- Learn about volunteer opportunities
- Research service learning opportunities
- Research work study requirements
- Attend Student Life activity

verified by: \_\_\_\_\_

## KNOW YOUR PERFORMANCE!

### PERFORMANCE ASSESSMENT NETWORK COMPLETE "START WITH SELF"

- Initiative - Video 1: Professionalism
- Planning - Video 2: Critical Thinking
- Coping With Pressure - Video 3: Professionalism/Work Ethic
- Analytical Problem Solving - Video 4: Critical Thinking/Problem Solving

verified by: \_\_\_\_\_

## COMMENTS

---

---

---

---

---

---

---

---

## KNOW YOURSELF!

### CHOOSE 1 OR MORE

- Attend Simulations
- Research
- Complete
- Interview interest

verified by: \_\_\_\_\_

## KNOW YOUR STUFF!

### REQUIRED

- Early registration

### CHOOSE 1 OR MORE

- Research
- Attend
- Meet with
- Research

verified by: \_\_\_\_\_

## KNOW YOUR PLAN!

### REQUIRED

- Meet with

### CHOOSE 1 OR MORE

- Create
- Attend
- Participate
- Watch Career

verified by: \_\_\_\_\_

# CHAPTER 2: REALIZATION

Recommended completion by 30 credits.

## KNOW YOURSELF!

### CHOOSE 1 OR MORE

- Attend the annual Career Professionalism Simulation
- Research area labor market needs
- Complete at least 1 job shadow experience
- Interview someone in your field of interest

verified by: \_\_\_\_\_

## KNOW YOUR STUFF!

### REQUIRED

- Early registration with advisor

### CHOOSE 1 OR MORE

- Research transfer options
- Attend a networking event
- Meet with mentor
- Research internship opportunities

verified by: \_\_\_\_\_

## KNOW YOUR PLAN!

### REQUIRED

- Meet with Career Development advisor

### CHOOSE 1 OR MORE

- Create initial résumé
- Attend career workshop
- Participate in a mock interview
- Watch Career Spots video and discuss with Career Development Advisor

verified by: \_\_\_\_\_

## KNOW YOUR COMMUNITY!

### CHOOSE 1 OR MORE

- Participate in a service learning opportunity
- Volunteer within your community/school
- Join a club/organization
- Become a club officer on campus
- Become a work study on campus
- Attend a Student Life activity

verified by: \_\_\_\_\_

## KNOW YOUR PERFORMANCE!

### PERFORMANCE ASSESSMENT NETWORK COMPLETE "WORKING WITH OTHERS"

- Reliability - Video 5: Professionalism
- Flexibility - Video 8: Professionalism
- Cooperative Teamwork - Video 7: Teamwork
- Integrity and Respect - Video 14: Teamwork

verified by: \_\_\_\_\_

## COMMENTS

---

---

---

---

---

---

---

---



# CHAPTER 3: EXECUTION

Recommended completion by 45 credits.

## KNOW YOURSELF!

### CHOOSE 1 OR MORE

- Attend the annual Career Professionalism Simulation
- Review your social media outlets for appropriateness
- Perfect your handshake

verified by: \_\_\_\_\_

## KNOW YOUR STUFF!

### REQUIRED

- Early registration with advisor

### CHOOSE 1 OR MORE

- Complete internship
- Create portfolio
- Attend a networking event
- Visit transfer institution
- Meet with mentor

verified by: \_\_\_\_\_

## KNOW YOUR PLAN!

### REQUIRED

- Update initial résumé
- Meet with Career Development advisor

### CHOOSE 1 OR MORE

- Record a mock interview using Interview Stream
- Participate in a live mock interview
- Watch Career Spots video and discuss with Career Development Advisor

verified by: \_\_\_\_\_

## KNOW YOUR COMMUNITY!

### CHOOSE 1 OR MORE

- Join club/organization
- Become club officer on campus
- Become work study on campus
- Lead/participate in service learning project
- Attend Student Life activity

verified by: \_\_\_\_\_

## KNOW YOUR PERFORMANCE!

### PERFORMANCE ASSESSMENT NETWORK COMPLETE "MOVE UP THE LADDER"

- Continuous Learning - Video 6: Professionalism/Work Ethic
- Customer Focus - Video 15: Teamwork
- Decision-Making - Video 10: Critical Thinking
- Drive for Excellent Results - Video 16: Professionalism/Work Ethic

verified by: \_\_\_\_\_

## COMMENTS

---

---

---

---

---

---

---

---

# CHAPTER 4: FULFILLMENT

Complete by graduation.

## KNOW YOURSELF!

### CHOOSE 1 OR MORE

- Attend career fair and meet with an employer
- Conduct SWOT analysis of current job
- Complete transferrable skills worksheet
- Photo or collage of interview ready outfit

verified by: \_\_\_\_\_

## KNOW YOUR STUFF!

### CHOOSE 1 OR MORE

- Complete internship
- Review portfolio with faculty, Career Development advisor, or employer
- Attend a networking event
- Apply to transfer institution
- Meet with mentor

verified by: \_\_\_\_\_

## KNOW YOUR PLAN!

### REQUIRED

- Meet with Career Development advisor
- Complete résumé
- Complete cover letter
- Ask for and develop list of 3 references

### CHOOSE 1 OR MORE

- Create LinkedIn account
- Apply for positions

verified by: \_\_\_\_\_

## KNOW YOUR COMMUNITY!

### CHOOSE 1 OR MORE

- Join a civic organization
- Become a work study on campus
- Attend a Chamber of Commerce event
- Lead/participate in a service learning project
- Attend Student Life activity
- Attend a professional conference

verified by: \_\_\_\_\_

## KNOW YOUR PERFORMANCE!

### PERFORMANCE ASSESSMENT NETWORK COMPLETE "LEAD THE WAY"

- Strategic Vision - Video 9: Critical Thinking
- Innovation - Video 11: Critical Thinking
- Influencing - Video 13: Oral/Written Communication
- Management of Others - Video 12: Teamwork
- Complete performance evaluation

verified by: \_\_\_\_\_

## COMMENTS

---

---

---

---

---

---

# Career Ready Endorsement

## CRE Student Metrics

# of new first time students

Semester GPA

# credit hours enrolled per semester

On campus involvement

A close-up photograph of a hand with fingers crossed, symbolizing hope or prayer. The hand is positioned in the center of the frame, with the fingers interlaced. The background is a plain, light color. Overlaid on the image is the text "Questions?" in a bright green, sans-serif font, and "How Might We Help You" in a black, sans-serif font below it. The text is centered horizontally and partially overlaps the hand.

Questions?

How Might We Help You