

## **Career Center Annual Report 2016-2017**

Submitted by Crisanne Kadamus Blackie, Director June 9, 2017

Section I	Executive Summary
Section II	Career Center Overview and Key Program Areas
Section II	Points of Pride
Section III	Goals for 2016-2017
Section IV	Engineering Job Fair and Career Fair reports
Section V	Career Center by the Numbers

### **Executive Summary**

The Career Center has the privilege of making a difference in someone's life everyday. We don't always know when we make that difference but we do know that planting the seeds of change will have an impact. We often hear from students that they met us during a class presentation their first year and remembered that we could help them or that one of our counseling staff helped them to explore a new major, find an internship that changed their path or helped them to find a full-time position or graduate program that launched their career. It is our pleasure to work with our students as they prepare for their future. This year we hired and trained 2 new staff members and are now at full staff capacity. In addition, we developed a plan to provide support services to University of Maine at Machias through the utilization of CareerLink, our online job listing service, our website resources and staff consultation. In summary, the Career Center staff:

- Met with 5,927 students through one-on-one appointments, walk-ins and presentations.
- Had 126,306 unique hits on our website, a 7% increase, 6,972 followers on social media a 59% increase.
- Held the largest Engineering Job Fair and Career Fair in the State. Combined, 281 employers participated
- Organized CareerFest a unique program to UMaine encouraging students to get a jump start on their career development; over 350 students attended.
- Launched the Flagship Internship program with 17 companies and 19 students participating.
- Assisted health professions and pre-law students in their pursuit of professional school.
- Focused on Career Ready competencies and linked these to the Engaged Black Bear digital badging initiative.
- Piloted "Careers in Accounting" workshop format as a way to teach networking skills to students and help them to interface effectively with employers. Eight accounting firms and 80 students participated.
- Encouraged students to utilize the Career and Engineering Job Fairs to explore internship opportunities; 62% of companies who participated had internships opportunities.

## **Career Center Overview**

### **Events**

This year we hosted the largest Engineering Job Fair in our history with 114 employers coming to campus, a 15 % increase from the previous year and an 470% increase since our first Engineering Job Fair in 1993. This event has become a signature partnership between the College of Engineering and the Career Center.

The all majors Career Fair also was the largest in history with 167 employers participating. This was an increase of 20 employers from last year. In addition, we hosted 38 information sessions and 508 students participated in on campus recruiting interviews. According to the National Association of Colleges and Employers (NACE) employers rate the high touch methods of career fairs and campus information sessions “among the most effective” employer branding techniques.

The feedback we receive from our employers is very positive. Several employers comment to us that our Career Fair is the best that they attend. They are complimentary of our students, sharing that our students dress well, present themselves professionally and are prepared to meet with the employers. We partner with many faculty members to make this happen. They generously allow us to come into their classrooms to work with students and are happy to encourage students to attend Career Center events. This is a true partnership with everyone working towards the common goal of helping students.

New this year was CareerFest. This jump start program took place in September on the Mall. A “big top” atmosphere was chosen to energize over 350 students around their career goals. The message that it is never too early to start planning and looking towards the future was felt through this carnival like atmosphere. Several employers were available to review resumes, answer questions about interviews and provide general advice to students. In addition, students were able to attend mini workshops on career related topics and visit with representatives from the different colleges. We would like to thank Enterprise and Wayfair for sponsoring this event.

### **Flagship Internship and Internship Programs**

After several years of planning, the Flagship Internship program was launched. This initiative was part of the Blue Sky Plan as a means to help with the economic development of the State of Maine. The premise of the program is that partnering with Maine based companies to create paid internships for students will result in a prepared workforce. We know statistically that students who have a paid internship as an undergraduate will be more likely to be offered a full- time position after graduation and have a higher starting salary. Paid internships are a win-win for both the employer and student.

Chelsea Castanguay, Career Counselor, Kate Axelsen Foster, Assistant Director for Employer Relations along with Rene Kelley, Assistant Vice President for Innovation and Economic Development, and Claire Sullivan, Associate Professor and Associate Dean for Community Engagement, developed and launched the program this year with 19 student participants and 17 companies. Students who are interested in being a Flagship Intern, must apply to the program and be connected with a Flagship Employer. They participated in a 3-day preparation “bootcamp” where they met with employers, learned workplace expectations, and toured workplaces. They learned about themselves and how to work with others. As part of the program, they were able to participate in the Engaged Black Bear badging program by completing a Level 1 Flagship Internship Badge. Throughout the summer they will be able to complete levels 2 and 3 to earn the full Flagship Internship Badge. Over the course of the summer Chelsea Castanguay will be in contact with students. All Flagship students and employers will participate in a showcase event in the fall.

In addition, more internship opportunities have been available to our students. At the Career Fair and Engineering Job Fair, 62% of the companies who participated were offering internships. Our recent survey

to graduating seniors indicated that 52% of survey respondents had at least one internship. Of this group 75% indicated that their internship was paid and 40% indicated that they had received academic credit for the internship.

### **Maine Mentor Program**

This was another strong year for the Maine Mentor Program. We collaborated with Terry Porter, Assistant Professor of Management, to coordinate mentor guest speakers in two of her classes. The mentors were happy to come back to campus and the students learned practical information from their class appearances. New this year is the recruitment of mentors who are military veterans. These mentors are designated in the database so that student veterans will be able to partner with them. We recruited 19 new mentors, including 5 veterans in collaboration with Nory Jones, Tony Llerena and student veteran, James Huff.

Students who are interested in participating in the Mentor Program will meet with BJ Roach, Career Counselor, to ensure that they are truly invested in the process and understand the program parameters. This step ensures a better quality and follow-through for both students and mentors.

Pre-health shadowing opportunities present a challenge. Penobscot Community Health Care (PCHC) and Maine General have been key points of successful contact for our students however, success at EMHS has been limited. We met with Dr. Raczek in the in June and are hopeful for a more streamlined and timely process in the future for EMHS requests.

It is the individual successes that make this program notable. A great example is the student who was interested in working in the National Parks Service. His mentor actually broke down the federal jobs application process piece by piece via email and sent a sample spreadsheet of how they score the applicants. This type of helping hand from a UM alum can make all the difference for our students.

### **Health Professions**

Samantha Wheeler, our STEM and Health Professions Career Consultant is new to the Career Center this year. She is available to meet with students to prepare for medical school, dental school, etc. through appointments, small group workshops, and classroom presentations.

During Open House and Accepted Students Days, the Tufts Maine Track and Early Assurance Programs are the most popular topics perspective students and parents want to discuss. This year we had three students apply to the Early Assurance Program and all three were interviewed. Acceptances are announced in June. Acceptances to medical school this past year were lower than in the past. The MCAT exam continues to be a struggle for our students. Those students accepted into MD programs average a 507 MCAT, National average is 510. So those who score well are accepted. However, our average MCAT score is 503. This presents a challenge for us and our students. Now that the Health Professions staff position is stabilized, this will become an area of focus in 2017-2018.

This year marks our 10<sup>th</sup> Medical Outreach Maine trip. Sponsorship from The Maine AHEC Network, Penobscot Community Health Center, and athenahealth continues. Participating students spend four days in Waldo County. Their activities include blood pressure screenings at the YMCA and Farmer's Market, educational outreach at pre-school and elementary schools focusing on dental health, hygiene, and tick prevention, outreach at high schools focusing on health career aspirations, volunteering at Habitat for Humanity and local assisted living centers and participating in mini training session with Hospice Volunteers.

The Health Professions Career Day was sponsored by the Maine AHEC Network and the University of Maine Student Government. This year, 45+ students attended, ranging from pre-dental, pre-med, pre-

optometry, to those interested in public health and research. Students were able to meet with admission representatives from Tufts University School of Medicine, University of New England College of Osteopathic Medicine, Husson University, and New England College of Optometry. A panel of various healthcare professionals speaking on the topic of patient perspective was well received.

The Health Professions Club is very active on campus and in the community. The club has bi-weekly meetings throughout the year. Members performed dental outreach at Old Town Elementary School and volunteered at campus events.

Recruitment visits included Dalhousie Dental and Logan Chiropractic. Guest speakers included, medical students from Dartmouth Medical School, Dr. Kathleen Franco and Dr. David Bronson from Cleveland Clinic, and Dr. Denham Ward from Strong Memorial Hospital in Rochester, NY. Multiple workshops were organized to help students prepare for graduate and professional school, including MCAT prep and application workshops.

In support of our students we awarded over \$26,000 in scholarships to health profession students.

### **Employer Relations**

The area of employer relations is very broad. We work closely with students to connect them with employers. This is not an easy task and requires a huge amount of organization and program development to make this happen. CareerLink is our job listing service. We partner with Student Employment, who coordinates part-time, summer and work-study jobs while the Career Center staff coordinated all full time and internship opportunities. Daily, staff are preventing job scams from being posted in our system.

Our CareerLink system has become our primary method of coordinating employment related opportunities for students. This year over 200 targeted emails regarding selected jobs, internships, and recruiting events were received by over 35,000 students, alumni, faculty and administrative contacts.

Kate Axelsen Foster, Assistant Director of Employer Relations, is in daily contact with employers. We posted 1,814 full time positions in CareerLink this year. Kate worked with 46 employers to coordinate 69 on campus recruitment schedules reflecting 508 unique student interviews.

An effective employer relations program requires attending events off campus which allows for networking opportunities as well as hosting employer visits on campus. Kate Axelsen Foster, Assistant Director for Employer Relations, was able to attend several off campus events including the Wayfair Ribbon Cutting ceremony, the Bangor Region Chamber of Commerce Annual Breakfast, FOCUS Maine Employer Networking Reception at the Gulf of Maine Research Institute, Magnetize Maine Summit and participated in several corporate tours including EMMC, Baxter Brewing, Lewiston Auburn Museum, CloudPort, New Beet Market, Flight Deck Brewing in partnership with Live and Work in Maine and TRC.

### **Campus Outreach**

The Career Center happily partners with many members of our campus community. We offered 114 workshops to classroom faculty, student organizations, and other campus entities. Our staff has served on several search committees and attended student sponsored events including student receptions, celebrations and alumni events. Service is important to the members of the Career Center staff and we reach out into the community in many different ways including meeting with high school students and youth groups. Continuing Education programs, Bachelor of University Studies students, Trio and those students who are attending the Hutchinson Center all have utilized our services this year. BJ Roach, Career Counselor was recognized by Commuter and Non-Traditional Student Association for all of her great work.

## **Engaged Black Bear**

Over the past two years the Career Center has been working on the development of a Career Ready digital badge as part of the Engaged Black Bear program. We completed a pilot program last year and this year have worked to clarify Career Readiness and the components of the 3 levels of badging. Both our Director and our Assistant Director are members of the Student and Alumni Relations (SAAR) committee within the School of Business. One of our initiatives this year was to identify Career Ready competencies, based upon the NACE competencies, and work towards helping students to achieve these competencies. The School of Business became our partner in this process. Through the SAAR committee, a rubric was developed to assist students with Career Readiness and will be reviewed during academic advising appointments. As a means to document student progress, the SAAR committee decided that creating a badging structure for Career Readiness made the most sense. We invited Claire Sullivan, Associate Professor and Associate Dean for Community Engagement, to assist us with the process and have developed 3 levels of badges that students can earn as part of their Career Ready Badge. Many employers are looking for students who have specific competencies. It is through the Engaged Black Bear program that students can document their competencies, upload samples of their work and post their badges digitally. After partnering with the School of Business this year, we will plan to market the program to all students.

Overall this has been a very busy and year of change for the Career Center. We are excited for next year as we continue to develop and streamline our programs.

*The Career Center is a proud member of The Division of Student Life, University of Maine.  
Robert Q. Dana, Vice President of Student Life and Dean of Students*

Crisanne Kadamus Blackie, Director  
Kate Axelsen Foster, Assistant Director  
BJ Roach, Career Counselor  
Chelsea Castanguay, Career Counselor  
Samantha Wheeler, STEM/Health Professions Career Consultant  
Cindy Trimm, Career Services Coordinator  
Janice Madore, Administrative Specialist  
Sean Sibley, Graduate Assistant

## **KEY PROGRAM AREAS/SERVICES WITHIN THE CAREER CENTER**

**Career Counseling:** including career exploration, choice of major, choice of career, internship prep, job search strategies and career and/or graduate school decision-making

**Career Assessments:** formal, informal, and online

**Career Resource Library:** books, handouts, and internet subscriptions and links on our website

**Career Fairs:** Career Fair, the Engineering Job Fair, and the Health Professions Career Day

**Classes/Seminars/Workshops:** for academic classes, student organizations and on-campus residents

**Specialized Career Programs:** alumni career panels, networking/etiquette dinners, plus many others

**Resume Review:** range from first-time resume writers to PhD candidates crafting a curriculum vitae

**Mock Interviews and Interview Coaching:** to help students prepare for job and medical and graduate school interviews

**Maine Mentor Program:** matches alumni career mentors with students to provide job shadowing and career information and advice

**Web-based Services:** UMaine Career Center website, CareerLink and GoinGlobal

**Job/Internship Listings**

**On-campus Recruiting/Job Interviews**

**Health, Legal Professions and Graduate School** advising and resources

**Alumni Career Services**

## Points of Pride

- Delivered career-related presentations to 4,116 students in academic classes, honor societies, and student organizations.
- Launched the Flagship Internship Program with 17 companies and 19 students participating.
- Developed a partnership with the University of Maine at Machias to support Career Services via CareerLink, our job listing service, our website and consultation to staff.
- Increased collaborations to include the Engaged Black Bear digital badging, partnerships with School of Business developing a Career Ready rubric.
- Organized and hosted the largest Career Fair in the State of Maine; 167 organizations in attendance and the largest Engineering Job Fair in the State of Maine; 114 organizations attending.
- Prepared 3 sophomores to interview with the Tufts Maine Track Early Assurance Program. This is a highly competitive program where only 4 students from Maine colleges and universities were invited to apply. Acceptances are pending as of publication date.
- Expanded the Maine Mentor Program to include a designation for veterans who are interested in mentoring student veterans.
- Continued the successful MOM (Medical Outreach Maine) program by building on the established partnership with Tufts Medical School students, offering the program in Waldo County, and receiving 100% funding for the program through a lodging donation from athenahealth and financial backing from PCHC and the Maine AHEC network.
- Offered GoingGlobal for an eighth year with shared funding between three UMaine departments. GoingGlobal is a comprehensive internet-based resource that offers access to international career resources including worldwide job openings, internship listings, industry profiles, cultural advice and country-specific career information.
- Continued an active, engaging Career Center presence on Facebook, Twitter, Pinterest, Instagram and LinkedIn.
- Offer a consistent blog presence on our website, including blogs on 23 students and alumni profiling their career paths.

## **Goals**

Expand CareerFest to a multiday career event.

Increase Career Fair student attendance by 10%.

Review, develop and grow collaborative programs with graduate students, international students, athletes, Trio and transfer students.

Partner with professional staff at the University of Maine at Machias to provide access to services and consultation. This will include utilizing our website and online resources.

Revamp the Career Assistant training for the start of the new academic year.

Develop a career competency rubric with learning outcomes and how our services meet them.

Launch the Career Ready digital badge.

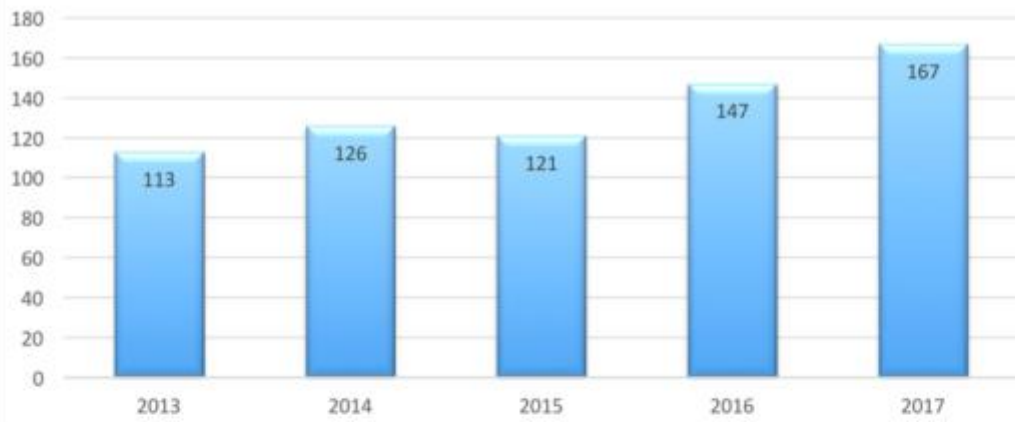
Purchase, implement and market the Career Outcomes module in CareerLink.

Streamline marketing materials and handouts.

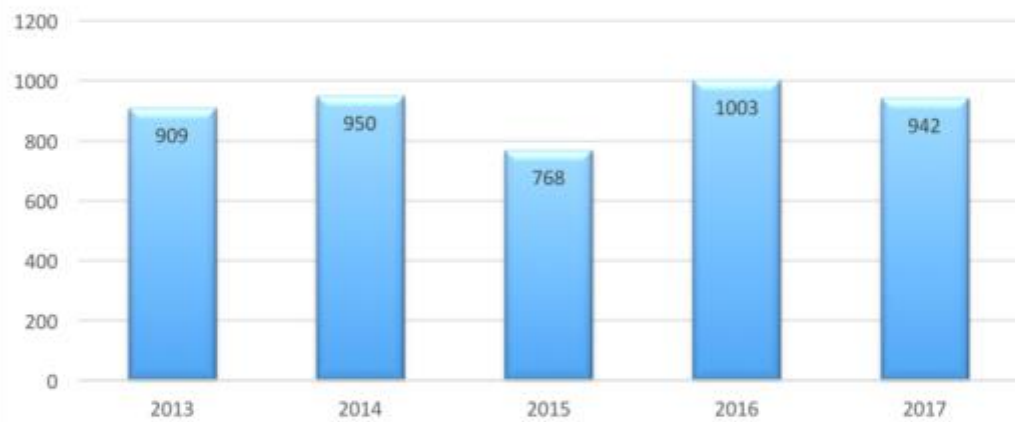
Continue with the development of the coordination of internships and internship materials.



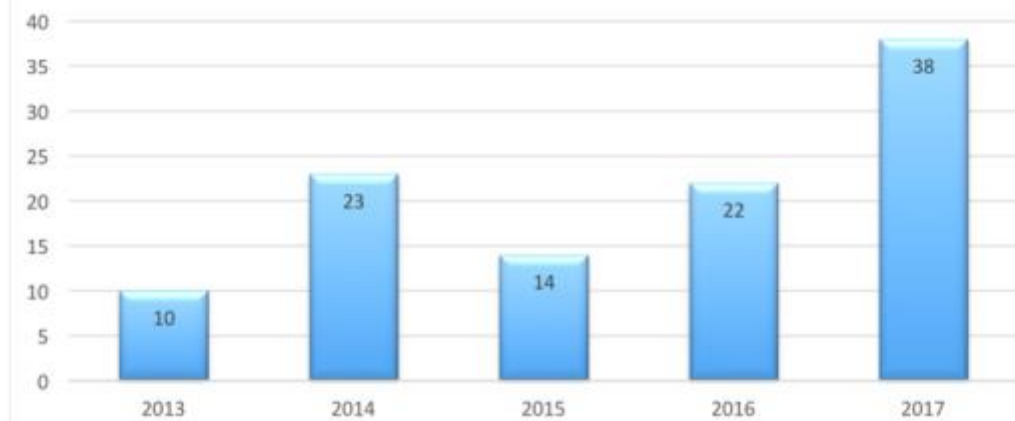
### Employers Attending Career Fair



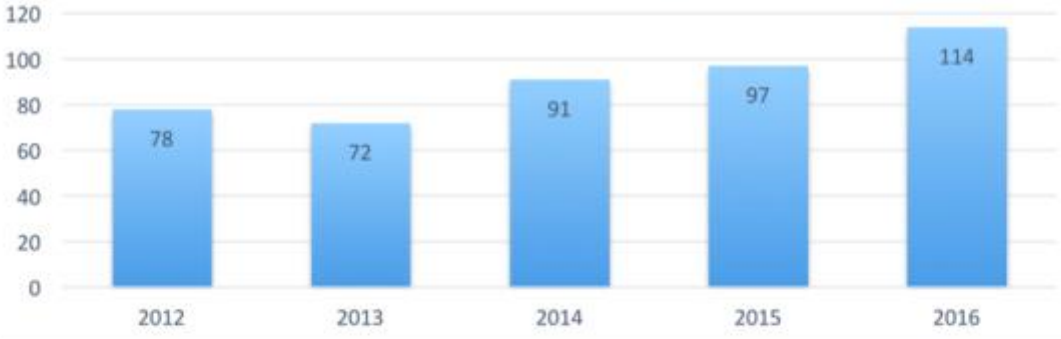
### Students Attending Career Fair



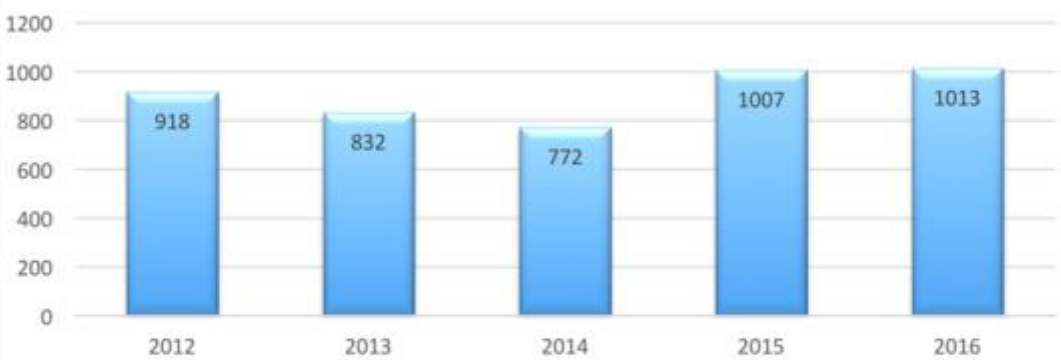
### Career Fair Sponsors



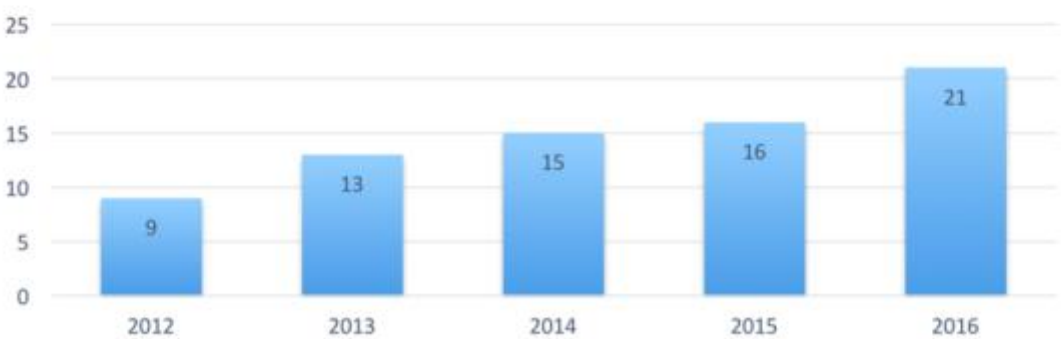
### Employers Attending EJF



### Students Attending EJF



### EJF Sponsors



## 2017 CAREER FAIR FINAL REPORT

Student attendance at the February 1, 2017 Career Fair: 942 students

First Year- 74

Grad Students-74

Sophomores- 101

Alum- 7

Juniors- 212

Non UM/Other-14

Seniors- 360

walk-ins (did not sign in) - 10

- The UMaine Career Fair is the largest Career Fair in the state of Maine.
- This was the 19th consecutive year for our campus-wide Career Fair.
- We had 38 employer sponsors of the event (22 sponsors in 2016):

Camden National Bank

Maine Machine Products

AAA Northern New England

athenahealth

Bangor Savings Bank

EMHS

MEMIC

Packing Corp. of America

Synergent

Terracon Consultants, Inc.

Tyler Technologies

Wayfair

Bar Harbor Bank & Trust

Belknap Landscape Company

Catholic Charities of Maine

Dorothea Dix Psychiatric Center

Elanco

General Dynamics, Bath Iron Works

Calais Regional Hospital

Canadian College of Naturopathic Medicine

Grand Rounds

Hannaford/Delhaize

Key Bank

Lucas Tree Experts

McLean Borden Cottage

MECO Seal Div. of Woodex Bearing Co.

PCH/Media

Plixer

POWER Engineers, Inc.

ProInfoNet

St. Joseph's Healthcare

SavATree

State of Maine

Stone Coast Fund Services, LLC

Toddle Inn

UNE Online

W.B. Mason

WEX Inc.

- This year's Career Fair had 167 organizations participating; an increase in 20 employers.
- 80% of our employer participants had full-time jobs to fill.
- 57% of our employer participants had internships and/or summer jobs to fill.
- Some participants came to meet our students and collect resumes to fill future openings.
- Many of our employer participants at the Career Fair were alumni of the University of Maine, approximately 97.

- This was a diverse Career Fair. Employers represented every sector of employment:

Business/Industry

Human Services

Engineering

Biotechnology

Non-profits

Forest Resources

Healthcare

State Government

Education

Federal Government

Summer Camps

Military

- Student volunteers represented the following student organizations: Bodwell Center, Partners for World Health, Student Education Association of Maine, UM Student Government, Engineers Without Borders, Golden Key, UMaine Equestrian Team, Residence Life, South Asian Association of Maine, Kappa Sigma, SEDS, Delta Tau Delta, All Maine Women, Phi Mu, Alpha Omicron Pi, DPhiE, Delta Zeta, American Marketing Society, Chi Omega, Maine Business School Corps, Lambda Chi Alpha, UMaine Athletics, Sophomore Eagles, Graduate Students, alumni, and many non-affiliated students

## CAREER FAIR 2017 - STUDENTS BY MAJOR

### Maine Business School -- 244

Accounting	25	Management	54
Business Management/Admin	46	Marketing	62
Finance	57		

### College of Natural Sciences, Forestry & Agriculture -- 170

Animal & Veterinary Sciences	6	Marine Science	13
Biochemistry	4	Medical Lab Sciences	1
Biology	18	Microbiology	6
Clinical Laboratory Sciences	0	Molecular & Cellular Biology	3
Communication Sciences & Disorders	6	Neuroscience	1
Earth Sciences	5	Nursing	3
Ecology & Environmental Sciences	8	Parks, Recreation & Tourism	8
Economics	26	Plant Science	0
Environmental Horticulture	0	Sustainable Agriculture	2
Food Science & Human Nutrition	10	Social Work	23
Forestry	13	Wildlife Ecology	8
Forest Operations	0	Zoology	5
Horticulture	1		

### College of Education & Human Dev. -- 25

Childhood Dev. & Family Relations	3	Exercise Science	2
Early Childhood Education	2	Kinesiology & Physical Education	14
Elementary Education	1	Secondary Education	3

### College of Engineering -- 246

Bioengineering	9	Electrical Engineering & Tech	32
Chemical Engineering	15	Engineering Physics	5
Civil Engineering	66	Environmental Engineering	3
Computer Engineering	4	Mechanical Engineering & Tech	105
Construction Management Technology	7		

### College of Liberal Arts & Sciences -- 141

Anthropology	0	Physics	2
Art	0	Political Science	3
Chemistry	1	Psychology	21
Communication	42	Sociology	8
Computer Science	18	Spanish	0
English	6	Studio Art	0
French	0	Theatre	1
Geology	0		
History	3		
Interdisciplinary Studies	0		
International Affairs	7		
Journalism	1		
Mass Communication	12		
Mathematics	9		
Modern Languages	0		
Music	0		
Music Education	0		

### Explorations -- 0

### Undeclared - General -- 7

### Other -- 5

New Media	7		
Philosophy	0		

## 2016 ENGINEERING JOB FAIR FINAL REPORT

Student attendance at the October 19, 2015 Engineering Job Fair: 1013 Students

First Year- 115	Grad Students- 55
Sophomores- 161	Alum- 7
Juniors- 219	Non Um/Other- 9
Seniors- 262	Did not indicate- 122
5 <sup>th</sup> Year- 8	Walk-ins (did not sign in)- 50

The 2016 Engineering Job Fair had 1013 students attend, this number increased from 1007 in 2015.

Here are some more points about the fair:

- This was the 14th consecutive year for our Engineering Job Fair.
- We had 21 employer sponsors of the event:
 

General Dynamics-Bath Iron Works	FieldStack
Kepware, Inc.	Harriman Architects + Engineers
Procter & Gamble	New England Controls
Tyler Technologies	PC Construction Company
Bancroft Contracting Corporation	POWER Engineers, Inc.
Cascodium, Inc.	RLC Engineering, LLC
Corning Incorporated	Rockwell Automation
Crooker Construction, LLC	Southworth Products
Dielectric	SurvTech Solutions, Inc.
Fairchild Semiconductor	The MITRE Corporation
FairPoint Communications	
- This year's EJF had 114 organizations participating; this was an 6% increase in participation compared to our 2014 EJF (with 91 employers).
- 72% of our 97 employer participants had full-time jobs to fill.
- 66% of our employer participants had internships and/or summer jobs to fill.
- 26 participants came to meet our students and collect resumes to fill future openings.
- 90 of our employer participants at the EJF were alumni of the University of Maine.

### ENGINEERING JOB FAIR – STUDENTS BY MAJOR

Biological Engineering	21	Electrical and Computer Engineering	67
Chemical Engineering	64	Engineering Physics	16
Chemistry	2	Math	3
Civil Engineering	129	Mechanical Engineering	183
Computer Engineering	26	Mechanical Engineering Technology	123
Computer Science	12	Physics	3
Construction Engineering Technology	108	Survey Engineering Technology	6
Construction Management Technology	12	Undecided Engineering	11
Electrical Engineering	56	Other	27
Electrical Engineering Technology	94		

### ENGINEERING JOB FAIR – VOLUNTEERS BY CLUB

<p><b>AIChE:</b> Members (7), Hours (8.5)</p> <p><b>BioE Club:</b> Members (6), Hours (11.5)</p> <p><b>EWB:</b> Members (9), Hours (23.5)</p> <p><b>IEEE:</b> Members (4), Hours (6)</p> <p><b>SEDS:</b> Members (18), Hours (38.5)</p> <p><b>Black bear Robotics:</b> Members (1), Hours (1)</p>	<p><b>SWE:</b> Members (11), Hours (18.5)</p> <p><b>Theta Tau:</b> Members (3), Hours (12.5)</p> <p><b>Space Club:</b> Members (1), Hours (3)</p> <p><b>Clean Snowmobile Club:</b> Members (15), Hours (45)</p> <p><b>Unaffiliated:</b> Members (1), Hours (1.5)</p>
---	--

**Career center**

The Division of Student Life

*A brief look at the Career Center.*

*All numbers are taken from the 2016-2017 academic year.*

**126,306** website visitors, this is a **7%** increase from 2015-2016. Our UMaine website has reached over **100** countries and is full of resources and programs for you to access. We are also excited about our social media reach. With **6,971** followers, a **59%** increase from 2015-2016, already connected, we encourage you to find us on Twitter, Facebook, Instagram, and Pinterest.

**281** employers attended our 2016/2017 career fairs. **1,955 students and alumni** of varying years and majors came to the fairs in order to connect with employers, discover internships and start their career paths.

**508** students participated in **on campus interviews**.

**Forty-Five** Pre-health students attended the **Health Professions Career Day**. Students gained valuable knowledge and advice from **15** schools and professionals within the health professional field from the New England area.

**17** Companies and **nineteen** students participated in the inaugural year of the **Flagship Internship Program**. This program engages students and employers to address Maine's workforce needs.

**102**

Maine Mentor student referrals. The **Maine Mentor Program** is a nationwide network of professionals who are enthusiastic about discussing their career paths with students.

**11** UMaine students participated in the **Medical Outreach Maine** trip in May 2017. Students spent 4 days in Waldo County learning about the health needs of rural communities. Their activities included completing blood pressure screenings, participating in dental outreach programs and exposing high school students to health careers.

**513**

The number of students who benefitted from our **Walk-In** hours.

**4,116** students attended **Career Center presentations**. Faculty and student organizations from all across campus have taken advantage of the customized and unique presentations that the Career Center can provide.

*Gregory K. Black*

Director/Department Head/Dean

June 6, 2017

Date