CU | Career Center
UNIVERSITY OF COLORADO **DENVER**

Faculty *Toolkit*

College graduates who strongly agree the courses they took in college are relevant to their work and that they learned important skills during their education are 5.5x more likely to strongly agree their education was worth the cost (Gallup, 2018). With the conversation about higher education currently focusing on ROI, the Career Center can help you demonstrate the value of your major/course offerings.

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Preparing for the working world can take many forms, both in and out of the classroom.
There are several ways faculty can integrate career development activities into their courses:

Class Assignments

We can help facilitate the following topics:

- Mock Interviews using the Big Interview virtual platform
- Career Exploration
- Job Shadowing
- Informational Interviewing
- Resume Reviews
- LinkedIn Profiles
- Optimizing Handshake profiles

Employer Panels/Visits:

We believe professionals from various industries can offer a great deal of valuable knowledge and experience to students in the classroom. If you're interested, we can identify an employer who can share their professional experiences and expertise on a topic within the discipline that fits with the syllabus. This is not designed to be an advertisement for a job or company, but rather an opportunity for students to learn from working professionals about current norms, trends and expectations in the workforce.

Class Presentations:

If you need to miss a class session, don't cancel! Let us talk to your students. Presentations can be as short as 15 minutes or as long as 75 minutes depending on your needs.

Topics include:

- Career Planning
- Identifying a Career in your Major
- Advanced Resume and Cover Letter Writing
- Job Search Basics
- Job Search Strategies
- Networking and Social Media
- Interviewing
- Services Overview
- Handshake Guide
- Finding a Job on Campus
- Identifying Your Strengths

You can request a presentation here:

https://ucdenverdata.formstack.comforms/lynxconnect_presentation_request

Integrating Career Readiness Competencies into your syllabi:

Career readiness is a foundation from which to demonstrate requisite core competencies that broadly prepare the college educated for success in the workplace and lifelong career management. You're helping students develop these competencies in the classroom every day. We can help you clearly outline in your syllabi how your students are developing these competencies, as defined by the National Association of Colleges and Employers.

- Career and Self-Development
- Communication
- Critical Thinking
- Equity and Inclusion
- Leadership
- Professionalism
- Teamwork
- Technology

Referral for Services:

Faculty are responsible for the majority of referrals we get for students seeking our services. For that, we thank you! If you know of a student who is struggling to choose a major or develop a career path, please let them know we're available to meet with them!

How we can help your students:

- Individual Career Coaching
- Major and Career Exploration
- Navigating a Career Change
- Resume and Cover Letters
- Job Searching
- Interview Assistance/Practice Interviews
- Graduate School/Professional Programs
- Career Fairs
- Networking
- LinkedIn Profiles

We have a variety of resources available to you and your students on our website:

https://www.ucdenver.edu/lynxconnect/career-center/students

For further assistance regarding services, course topics or career readiness competencies, contact us at:

Lynxconnect@ucdenver.edu | 303-315-4000

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