

## Career Readiness Ideas for Instructors

Students develop career competencies through curricular and co-curricular experiences at Mizzou. However, recognizing these competencies within different contexts can be challenging. Faculty have the unique opportunity to help students reflect on how they can translate their skills toward relevant careers using a shared understanding and language of career readiness.

### ✦ Student Resources and Referrals

- Share helpful web links via syllabi, Canvas announcements and department communications:
  - [Mizzou Career Tools](#) (searchable career resource platform)
  - [Career Readiness poster](#) (definition and competencies)
  - [Career Readiness slides](#) (definition, competencies and sample behaviors)
  - Class Year Career Readiness Guides: [Freshmen](#), [Sophomores](#), [Juniors](#), [Seniors](#)
- Encourage students to [meet with a Career Specialist](#). Our friendly and resourceful staff members are eager to help students, in-person or online, weekdays between 9:00 a.m. and 4:00 p.m.
- Promote attendance at career fairs, recruitment events and career development workshops.
- Get social! Follow us and repost our Twitter, Instagram and LinkedIn content or weekly [Career Scoop blog](#).

### ✦ Class-Based Activities

- Offer [assignments](#) based on engagement with the Career Center staff and/or its resources:
  - Encourage students to create or update their resumes with the help of a Career Specialist.
  - Have students communicate their skills by recording and sharing a mock interview on [Big Interview](#).
  - Assign students the *Am I Career Ready?* module in Focus 2, asking them to share results and select follow-up actions to enhance their career readiness skills.
  - Discuss online image and personal branding, requesting students take a headshot using the Selfie Studio.
  - Invite students to create their LinkedIn profile and have it reviewed by a Career Specialist.
  - Ask students to take [CliftonStrengths](#) to learn about their natural talents.
- Adapt an existing assignment to promote career development. For example:
  - Discuss cover letters as a persuasive writing activity or introduce the [STAR method](#) for answering behavioral questions as a storytelling technique.
  - Ask students to summarize a course concept or research in a brief elevator speech to non-experts.
  - Have students demonstrate learning by developing a “workplace” communication: executive summary, policy brief, grant application, press release, op-ed, marketing brochure or research proposal.
- Add a [skills reflection](#) activity; ask students to translate collegiate experiences into career competencies.
- Invite a Career Center staff member to [present](#) to your class on career topics: resume and cover letter writing, interview preparation, CliftonStrengths, career values and more.
- Create an intentional assignment to facilitate the development of one or more [career readiness competencies](#) that are not current learning outcomes of the course (such as technology, equity and inclusion, etc.).
  - Map course learning outcomes to [career readiness competencies](#).

### ✦ Consult and Network

- Attend [Career Development Network](#) programs to learn about ways faculty and staff can enhance student career development and career readiness.
- [Request a consultation](#) with a Career Center staff member to discuss desired learning outcomes and how to incorporate career development into individual courses and undergraduate curriculum.
- Visit the [Faculty & Staff page](#) of our resource platform, Mizzou Career Tools, for a searchable instructional library of videos, articles, guides, websites and lesson plans.
- [Subscribe](#) to our monthly faculty-staff newsletter which has career news and featured career readiness resources.