

UNIVERSITY of HOUSTON

STUDENT AFFAIRS & ENROLLMENT SERVICES

University Career Services

One Time Request FY23

University Career Services (UCS) request for a one-time request for FY2023. The request is related to student success:

University Career Services aims to support on campus and off campus students by providing in person and virtual career services, professional development opportunities and career programs to help students secure favorable internships and full time employment.

University Career Services also aims to help advance [UH Strategic Plan Goal 1- Strategy Three](#), which is to increase the number of **experiential learning** opportunities that prepare students to excel in their chosen fields.

UCS's requests are related to the stated aims.

Virtual career services include: VMOCK

1. VMOCK powered by Smart Resume Platform, another virtual resource is an online program, which allows students to upload their resume and have it reviewed for FREE, using data and benchmarks from professionals throughout all industries. Feedback is generated immediately and shared with the student so improvements can be made. As of Fall 2021, there were over 11,000 student submissions in VMOCK. UCS will provide updated utilization numbers at the 2021 SFAC presentation. All students must have an approved resume to apply for jobs on Cougar Pathway. Resumes are approved manually, and we encourage all students to use VMOCK as a first step to receive feedback, and then submit resume for approval. Approvals are from the UCS Professional and student employee staff. This resume platform is vital to UCS's operation as it increases efficiency and provides immediate feedback to students, which allows them to apply for jobs quicker.

In 2015, UCS partnered with Bauer's Career Center to negotiate a reduced rate three-year contract which allows all students to access this resource. Notable highlights using VMOCK has been faculty successfully using with class assignments, developing stronger resumes for graduate students, and non-traditional students looking to incorporate their experience or transition to a new career. Since 2015, VMOCK has been available for all majors to use to improve their resume and get immediate feedback.

FY2023 One Time Request.

UCS Base requests	Amount	Reason
O/T FY 23	\$13,250	VMOCK (includes 6% admin charge)
Total	\$ 13,250	

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Virtual career services include: Virtual Job Shadow

2. **Experiential learning** help prepare students for their chosen career field by preparing students to meet future economic demands and provide the competencies necessary for the emerging workforce, including teamwork, inclusiveness, leadership, and effective communication.

Experiential learning consists of internships, externships, learning aboard, service learning, undergraduate research, and **job shadowing**. As UCS educate students on careers related to their interests, it's helpful for students to understand skills and education needed to advance and learn insight from a professional working in their career interest; a day in a life if you will.

While, UCS hosted job shadow days with employers and UH alumni in the past, it presents a challenge to scale for our large campus and would be a barrier as we strive to provide students with access to the various experiential learning opportunities.

VirtualJobShadow.com is a new trending platform that offers nearly 500 career profiles with shadowing videos that represent inclusive and equitable content highlighting non-traditional careers, successful people with disabilities at work, and over 350 life skills videos.

Along with FOCUS 2 platform, UCS has plans to incorporate Virtual Job Shadow.com in our career and exploration programs and make available through the UCS website with a single sign on through AccessUH.

Additionally, in effort to collaborate with faculty, UCS executive director has secured preliminary financial commitments and letters of support from Natural Science and Mathematics and Exploratory Studies to pilot the virtual job shadowing platform and incorporate in their curriculum.

As stated in Dr. Donna Pattison's, Assistant Dean of Student Success at Natural Science and Mathematic letter of support,

"There is a strong desire among faculty to provide students with career relevant information and advice, but it is often difficult to find the time to gather resources to do so. The platform provides a fast, easy way for faculty to pull relevant examples to share in class or assign as homework. The platform also has short segments on college survival skills which faculty can share to help students make the transition to the university".

Virtual Job Shadow.com is a scalable and virtual option which will allow more students access to career profiles and serve as a preliminary form of experiential learning. UCS has consulted with University of Arkansas to learn how they plan to use the resources on their campus through both career services and trio programs.

FY2023 One Time Requests.

UCS Base requests	Amount	Reason
O/T FY23	\$13,250	Virtual Job Shadow (includes 6% admin charge)
Total	\$ 13,250	