



LEHMAN COLLEGE

*Career Exploration &
Development Center*

Help students jumpstart
their **CAREER** with the
Career Exploration &
Development Center

Who we are?
What we do?
How can we help YOU?



MISSION

The Career Exploration & Development Center (CEDC) assists Lehman students and alumni with all phases of their career development, to help them transition from college to career. This includes **career exploration and counseling**, **deciding on a major**, **employer connections** and **internships**. We strive to provide the highest standards of comprehensive and specialized services so that students may successfully meet the challenges of a globally competitive job market.

Student Success = Equity in access and educational outcomes for students.



WHAT WE DO?

Writing a Resume and Cover Letter

Interviewing and Job Search Techniques

Employer Engagement

(electronic job board,
recruitment/information session/annual job and internship fairs/career
conversation/resume book/resume screening/panels/employer-led workshops)

Choosing the Right Major

Selecting the Right Career

Finding an Internship

Selecting the Right Graduate School Program

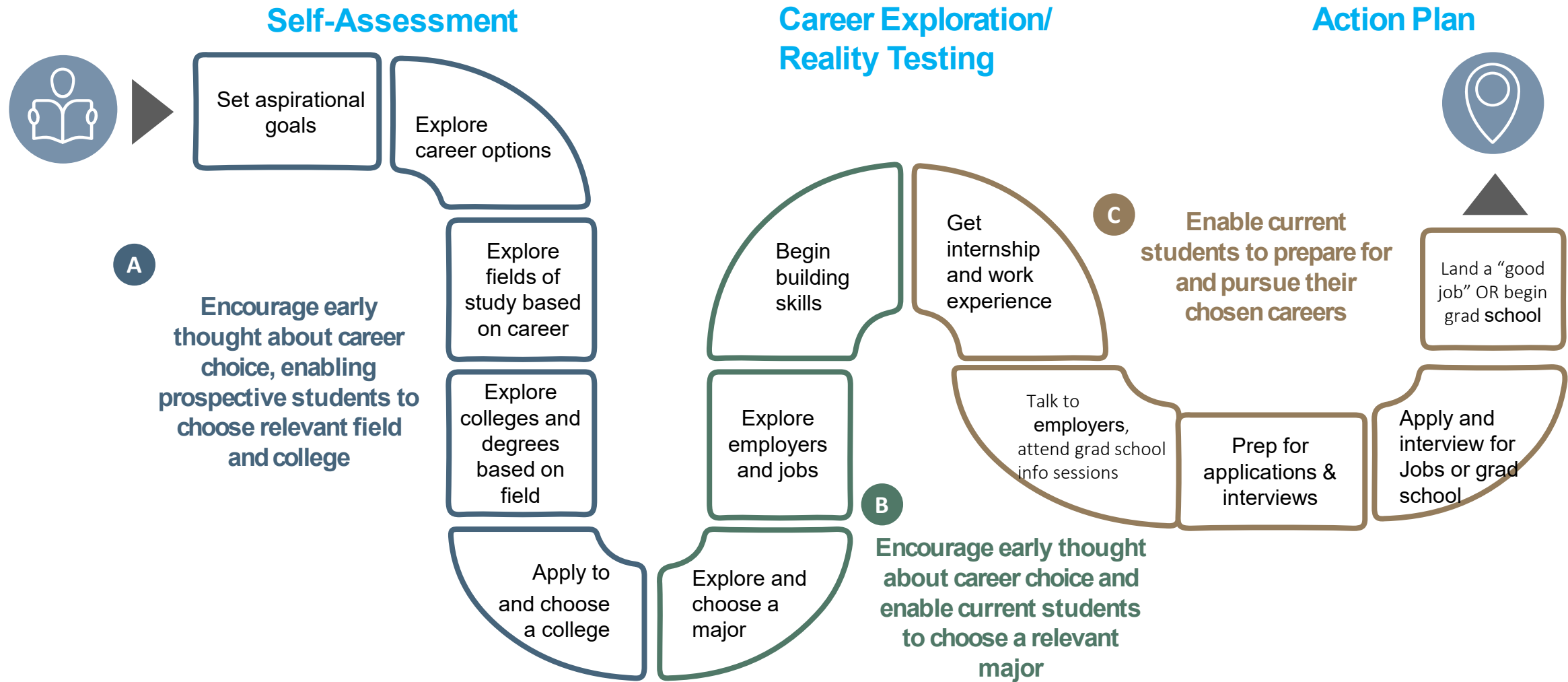


Connecting Career Readiness to Classroom Curriculum and Campus- wide Programming...



Student Success = Equity in access and educational outcomes for students.

Students Need Tools and Information to Understand Choices & Decisions Throughout Their College Careers

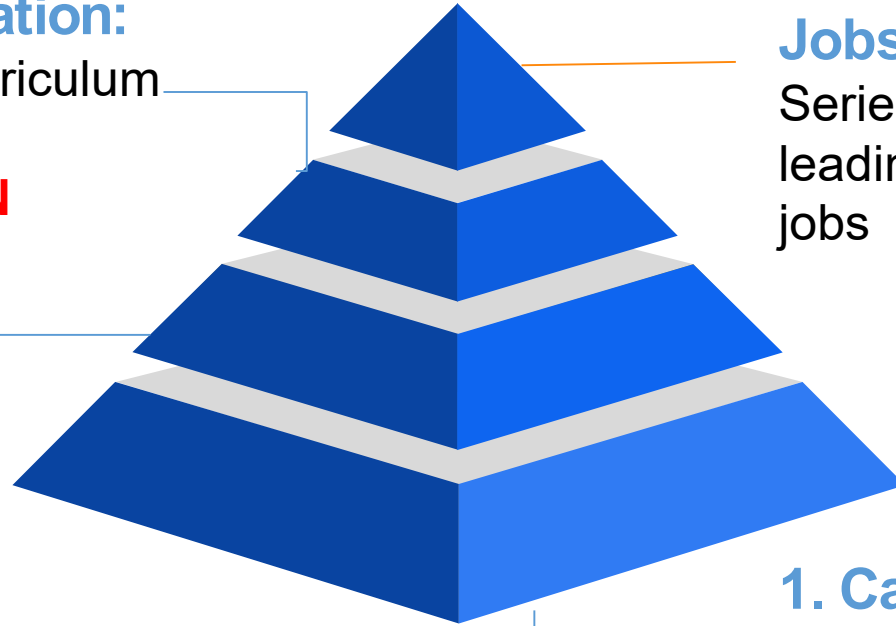


How Can **LEHMAN** Prepare Students for Success?

3. Course Innovation:

Adjustments to curriculum based on industry feedback

BRAVEN CAREER COMPETENCIES



2. Experiential Learning:

Workshops and programs to improve technical skills and career knowledge

4. Internships & Jobs:

Series of internships leading to competitive jobs

1. Career Exploration:

Events and programs to expose students to a variety of career opportunities

Student Success = Equity in access and educational outcomes for students.

- Institutions must have a genuine commitment to student success
- Requires an institution-wide focus on improving support for students' persistence, learning, and advancement to the next level of education or in the labor market.

American Association of State Colleges and Universities.

Industry Feedback

Competencies for a
career-ready
workforce...



COMPETENCIES

Career and self-development

communication

Critical thinking

Equity & Inclusion

Leadership

Professionalism

Teamwork

Technology

Source: *April 2021*, National Association of Colleges and Employers.

BBA 328 – Human Resource Management/Fall 2021

Assessment	Career Competency Development
Sexual Harassment Questionnaire	Critical thinking, communication
The Global Environment Ethical Dilemma	Critical thinking, communication
Writing a Job Description (Group project)	Teamwork, leadership, communication, equity & inclusion, professionalism
The Targeted Resume	Career and self-development, communication, technology
The Diversity Interview	Teamwork, equity & inclusion, communication, technology
Human Resource Problem/Case Study	Critical thinking, equity & inclusion, communication, professionalism, technology
Compensation & Benefits Ethical Dilemma	Critical thinking, communication
Performance and Appraisal Ethical Dilemma	Critical thinking, communication
Motivation and Maintaining Morale	Critical thinking, communication
Chapter Case Studies on Ethical Issues in HR (during class)	Critical thinking, teamwork, communication
Career Ready Micro-credential (Extra credit assignment)	career and self-development, professionalism, teamwork, leadership, equity & inclusion, technology



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