

Question	Response
<b>Program/Service Title</b>	Career Services
<b>Campus Department</b>	Career Services
<b>Contact Person</b>	Emily Christian
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<b>Campus Phone</b>	352.3628
<p data-bbox="188 541 581 615"><b>Executive Summary of Your Proposal</b></p> <p data-bbox="188 625 570 783">Please provide a concise overview of the program, activity, or service for which you seek funding.</p>	<p data-bbox="618 478 1424 842">Functioning as career consultants, Career Center staff support UW Bothell students through all stages of career exploration and job search. The Career Center offers services, including advising and coaching, to help students EXPLORE career opportunities, BUILD skills in self-marketing, and CONNECT with the employment community. Funding for the 2011-12 academic year is requested to sustain existing services and to increase opportunities for students to connect with employers on- and off-campus.</p>
<p data-bbox="188 863 561 972"><b>In 150 words or less, please describe the need for this program or service.</b></p> <p data-bbox="188 982 613 1350">Please include any data that might support your proposal (e.g., the number of students who have participated in your service or program in the past). If your program is currently funded by SAF, please indicate how you have used the money to help your organization meet its goals.</p>	<p data-bbox="618 926 1424 1287">Career Center staff continues to see an explosion in the number of students seeking career services. Between Fall 2009 and Fall 2010, student use of SAF funded peer-advising services increased 89%. Student walk-ins remained steady but peer-advising appointments doubled. SAF funded peer advisors assisted over 1010 students in the Career Center in 2009-2010. Finally, 60% of entering freshmen indicated “access to career services and support with job hunting” is important to them.</p>
<p data-bbox="188 1371 605 1560"><b>In 150 words or less, estimate how many currently enrolled students will likely benefit from your proposed service or program.</b></p> <p data-bbox="188 1570 610 1856">Please estimate the number of other individuals (and indicate their affiliation) that might benefit from this service or program. Finally, please indicate other sources of financial support.</p>	<p data-bbox="618 1371 1424 1770">Career services are offered to students in all six undergraduate degree programs - Business, STE, CSS, CUSP, IAS and Nursing – and all eight professional/graduate programs – MACS, , CSS, MAPS, MBA, M.Ed., MN, PCP and TCERT. In 2011-12, we anticipate providing over 900 individual consultations and 70 career events and programs. This represents an increase of 12.5% in the area of one-on-one career advising and increases the level of event offerings by 8%. Examples of signature Career Center events and past attendance include:</p> <ul data-bbox="618 1780 1182 1856" style="list-style-type: none"> <li>•Etiquette Event (75+ Students)</li> <li>•Career Week (450+ Students and Alumni)</li> </ul>

	<ul style="list-style-type: none"> <li>•Nursing Career Advancement Fair and Panel (100+ Students/20 Healthcare Employers)</li> <li>•Teacher Certification Event (80+ Students/35 School Principals)</li> <li>•MBA Networking Evening (50+ Students/10 Executives)</li> <li>•Graduate School Fair (50+ Students/15 Schools)</li> <li>•Career Fairs (600+ Students/120 Employers)</li> </ul>
<b>How do you plan to assess the program or service?</b>	<p>Qualitative data is collected yearly by survey of current and graduating students; employers are surveyed following participation in events or activities. Quantitative data (number of students utilizing services, attending activities, etc.) is collected throughout the year. Survey results and quantitative data are used to determine future programming. In summer 2010 Career Services conducted a comprehensive review of programs and services establishing new goals, objectives, and priorities to continue to provide high quality services and programs to all students on campus. Additionally, in Summer 2010 Career Services conducted a fully comprehensive graduating student survey to collect data on where graduates have gotten jobs.</p>
<b>In 150 words or less, please describe the benefits that participants are likely to gain by attending or participating in this program or service.</b>	<p>The Career Center offers services through which students EXPLORE academic and career opportunities, BUILD relevant experiences and skills in self-marketing, and CONNECT with the employment community. Some of the direct benefits to UW Bothell students include:</p> <ul style="list-style-type: none"> <li>•“24-7” access to over 1,000 jobs and internships posted by employers recruiting UW students</li> <li>•On-campus opportunities to connect with employers and alumni</li> <li>•Assistant Career Advisors (recruited from the UWB student body) <ul style="list-style-type: none"> <li>oReview resumes</li> <li>oConduct practice interviews</li> <li>oAdvertise services and conduct orientations</li> <li>oRespond to quick questions in-person, via phone and email</li> <li>oServe as consultants to professional staff</li> </ul> </li> </ul>
<b>Salary/Wages</b>	<p>36,000 Assistant Career Advisors  60 hrs/wk, 40 wks @ an average of \$15/hr  36,000 Total Salary/Wages</p>
<b>Benefits</b> *Benefits paid to	<p>5,000 Assistant Career Advisors</p>

regular employees working at least .50 FTE should be calculated at 32% of earnings. Benefits paid to hourly employees should be calculated at 11% of earnings.	calculated at 13.9% as per George Theo's instruction 5,000 Total Benefits
<b>Honoraria</b>	1,300 10 seminars @an average of \$130 each 2,200 MBA Career Events 3,500 Total Honoraria
<b>Facilities Rentals/Set-Ups</b>	4,000 20 events @300/event 4,000 Total Facilities/Rentals/Setups
<b>Telecommunications</b> *Telephone equipment should be estimated at \$35 per handset, per month (this includes only one extension).	No response
<b>Security</b>	No response
<b>Printing and Photocopying</b>	2,996 Event programs, posters and flyers 2,996 Total Printing/photocopying
<b>Transportation</b>	No response
<b>Meals and Lodging for Travel</b>	No response
<b>Office Supplies</b>	No response
<b>Food/Refreshments</b>	5,000 Refreshments for 20 events @ an average of \$250 per 5,000 Total Food refreshments
<b>Equipment Rental/Purchase</b>	2,000 Tables, linens, photography, video equipment, etc. 2,000 Total Equipment rental/purchase
<b>Other</b>	7,000 Resources Electronic and Print: HuskyJobs, SkillsOne, WOnline, NACE Job Postings, Puget Sound Business Journal, Snohomish County Business Journal, Mountain Pacific Association of Colleges and Employers, etc.  7,000 Total Other
<b>Total Amount Requested</b>	<b>\$65,496</b>