Mission

The mission of the Bakersfield College Student Employment program is to provide career awareness through work based learning activities to students that align with the college’s mission to provide a supportive learning environment to foster student success in their chosen career pathway.

Objectives

Student Employment has established objectives relevant to student success though each metric:

- Career Awareness
- Career Exploration
- Career Preparation
- Career Training

Program Overview

The office of Student Employment offers Bakersfield College students career readiness preparation through, on-campus employment, off-campus employment, internships, work experience, and other work based learning activities.

Student employment has been fully functioning with a 100% online application process through Jobspeaker. This system allows students to build an online Job profile, taking them step by step through the process. These profiles are for employers to review applicant qualifications. Profiles are used to build student resumes to insure that students can apply for employment opportunities. Additional features that provide student success is the free smartphone app that allows students to apply for jobs right from their phone.

The Jobspeaker system integrates Bakersfield College skills and learning outcomes that automatically populate for students when they select their declared major. This provides them the opportunity to display their skills that they have obtained through their coursework.

We are currently working with the IT department to integrate Jobspeaker with Banner to ensure all of our students are receiving the service.

Jobspeaker

<table>
<thead>
<tr>
<th>Employers (on and off campus) as of 11/21/2018</th>
<th>512</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Accounts as of 11/21/2018</td>
<td>5542</td>
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</tbody>
</table>
Rural Initiatives

A Job Development Specialist has been placed at the Delano Campus beginning November 2018. The purpose of the Wednesday visits are to provide students individualized appointments, classroom visits and support with jobspeaker. No other career readiness service is currently available to students at the Delano Campus. Additionally, A Job Development Specialist has been placed at the Jobspot beginning August 2018. The purpose of the Wednesday visits are to provide student individualized appointments, classroom visits and support with jobspeaker. No other career readiness service is currently available to students at the Jobspot location.

How the Office of Student Employment ties with the Strategic Directions:

STUDENT LEARNING

A commitment to provide a holistic education that develops curiosity, inquiry, and empowered learners.

Each Job Development Specialist is assigned to a pathway where ownership is established and information provided is industry specific. The goal of Student Employment is to provide students the opportunity for career exploration through multiple avenues. This includes outreach events that tie to the guided pathways approach to provide students with industry specific information. Events this year so far include:

- 10/10/18 – Public Safety Expo
  - Over 50 employers from the public safety industry provided perspective on different careers within that pathway.
- 10/19/18 – Agriculture Career Expo
  - Over 20 employers from the Agriculture industry provided perspective on different careers within that pathway. This event was partnered with the Kern County Farm Bureau exploration day.
- 10/23/18 – Entrée to Employment
  - A regional employment project that brings industry employers and students together for an intimate and meaningful conversation about employment opportunities. This is our 3rd event and that night highlighted four different programs from BC and ROC including Fire technology, Child Development, CNA and Veterinary Tech.
- 10/24/18 – Health Careers Connection Fair
  - A health career specific vendor fair that allows students to explore different employers within the healthcare industry.
- 11/14/18 – Tony’s Pizza Recruitment at the Delano Campus
- 11/19/18 – Meat Head Movers Recruitment at the Bakersfield College Campus
STUDENT PROGRESSION AND COMPLETION

A commitment to eliminate barriers that cause students difficulties in completing their educational goals

Student Employment is engaging students early on in their college careers, efforts are made to visit student development classes to present on Jobspeaker and all of the benefits that are offered through employment while attending college.

In order to fully prepare students to enter the workforce Student Employment staff has taken a case management approach to assist in fostering good work ethic, Students who receive improvement notices at their worksite will be followed up with by a Job Development Specialist for coaching.

Jobspeaker Workshops

Weekly workshops have been established for additional support. Workshops are Mondays from 1:30pm-3pm in CSS 151. These open entry peer on peer workshops allow students to build their jobspeaker profile, resume and apply for employment before the end of the workshop.

Additional workshops have been conducted at the Bakersfield South West Campus and will be hosted once per month at the Bakersfield College Delano Campus.

<table>
<thead>
<tr>
<th>Delano workshop attendees</th>
<th>7</th>
</tr>
</thead>
<tbody>
<tr>
<td>November</td>
<td></td>
</tr>
<tr>
<td>Number of workshops attendees</td>
<td>123</td>
</tr>
<tr>
<td>July ‘18 - October ‘18</td>
<td></td>
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</tbody>
</table>

FACILITIES

A commitment to improve the maintenance of and secure funding for college facilities, technology, and infrastructure for the next thirty years.

FACE 11 was officially converted to the Student Employment Lab on October 9, 2018. The lab has been fully functioning for students to access freely for supportive services with employment and career readiness.

<table>
<thead>
<tr>
<th>Number of student visits</th>
<th>538</th>
</tr>
</thead>
<tbody>
<tr>
<td>August ‘18 – November ‘18</td>
<td></td>
</tr>
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</table>
OVERSIGHT AND ACCOUNTABILITY

Commitment to improve oversight, accountability, sustainability, and transparency in all college processes.

The Office of student employment has worked to provide on campus employers a process that is transparent. Policies have been documented and are accessible in a SharePoint folder through the student employment website.

The webpage has been completely redone to provide clear instructions for each stakeholder. Student Employees are directed to the landing page, where in two steps, they can begin to apply for on campus and off campus employment opportunities. Previous barriers requiring a mandatory appointment and multiple referrals have been eliminated and students can now apply for employment in a timely and accessible manner. Additional opportunities through a free mobile app have been implemented to provide students real time opportunities.

A Handbook has been established for both the on-campus Supervisor and Student.

LEADERSHIP AND ENGAGEMENT

A commitment to build leadership within the College and engagement with the community.

- We will be implementing the Work Based Learning component of Jobspeaker this summer with all WEX participating faculty.
- Partner with CTE advisors establishing internal completion teams within CTE staff - working together to cover academic and career guidance to clarifying the path.
- Use labor market data to educate students by providing wage data, job classifications and industry trends. Additionally encouraging stackable credentials to stay on the path
- Work collaboratively with faculty to understand the needs of the industry, Develop customized outreach events to ensure learning and work with advisory boards to expand employment and internship options.

Plans for Growth

With many opportunities for growth the following areas have been made priority for the office of Student Employment.

- **Faculty Services**
  - Don’t Cancel Class Workshops – and online fillable request form will be available for staff to request class coverage, allowing Job Developers to provide career related workshops.
  - Customized Employment Reports can be completed through Jobspeaker. This reports will allow faculty to track student employment outcomes.
  - WBL is currently being piloted through Jobspeaker
• **Student Services**
  - Collaboration efforts with Student Life to provide effective workshops and outreach events that support student success.
  - Expansion of Work Based Learning Events within CTE departments.
  - Increased employment opportunities through outreach and partnerships with local employers.
  - Increased Internship opportunities though collaboration efforts with department faculty to complete the work experience curriculum, work as a faculty coordinator and assist with the recruitment of industry employers.
  - Streamline the internship application process through Jobspeaker.

• **Employer Services**
  - Increased use of Jobspeaker services.
  - Outreach and Recruitment invitations.
  - Connection to faculty advisory boards.