Outstanding Results 2011-2012

- Career Services successfully extended the Employer Partnership Program with:

  Gold Partners:  Billings Clinic, Yellowstone Boys & Girls Ranch and EideBailly
  Silver Partner:  KPMG

The Employer Partnership Program funded Student Advocate Scholarships for:
  Siwei Fang, Business Mgmt
  Catharina Keim, Environ Studies

My experience as a Career Service Student Advocate was great. I did one internship with the City of Billings and another with the Montana Bureau of Mines & Geology where I was hired after graduating. I recommend becoming part of the CSSA Family for any student who is interested in gaining more confidence in job search and hiring processes. Catharina, B.A. 2012

- Career Services hired Danielle O'Leary, Data Technician, and Jenny Hartman, Office Manager.

- CareerLink, established in August 2006, now serves over 2,900 active students and 2,600 employers who have posted more than 9,300 FT and PT jobs. CareerLink postings now include all work study jobs, both on- and off-campus.

- Cooperative Education placed 241 student interns (9% increase from 2010-11), generating more than 900 credits, (approximately 53 undergrad & 10 graduate FTE). Paid interns earned an average of $11.92/hr.

- Recognized for their outstanding internship contributions, the Cooperative Education Student Interns of the Year included:
  Alicia Domagla, Criminal Justice
  Megan Rees, Finance
  Lauri Michael-Burton, Health Admin
  Larry Herman, Process Plant

- Student Employee of the Year was Isaiah Garrison, nominated by MSUB Housing.

Career Services
  careers@msubillings.edu
  406.657.2168
  www.msubillings.edu/careers

Vision:
Career Services will be recognized as a leader in providing excellent, innovative, and comprehensive career, internship & employment services to campus and community.

Mission:
To equip all students to manage their careers
To promote faculty involvement in students’ career success
To connect employers with a quality workforce
### Senior Campus

**Career Counseling & Job Search**

**Client Contacts***
- Counseling Appointments: 365
- Résumé critiques: 922
- Career presentations: 86
- Student participants: 2,385
- Orientations & Admission tours: 29
- Student participants: 91
  - Total participants*: 3,763

### Cooperative Education

**Client Contacts***
- Faculty contacts: 5
- Individual employers visited: 42
- Student appointments: 384
  - Total participants*: 431

### Internships

- Students (unduplicated): 241
- Total student placements: 241
- Faculty Supervisors (unduplicated): 50
- Credits Earned: 907
- Faculty Stipends @ $40/cr.: $22,528
  - Jobs offered to Interns: 82

### Credential File Service

**Registrants, New & Updated**
- Allied Health Professions: 0
- Arts & Sciences: 0
- Education: 16
- Professional Studies: 0
- Other: 0
  - Total files new and updated: 16

**Sets of Credentials Mailed**
- Allied Health Professions: 2
- Arts & Sciences: 2
- Education: 98
- Professional Studies: 1
- Other: 0
  - Total files sent: 103

### Web Hits

- 18,788

### CareerLink

**Students**
- New students registered: 1,682
- Total students registered: 2,911

**Employers**
- Contacts registered: 2,004
- Employer views of student profiles: 597

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### Senior Campus

**Employer Recruitment**

**Business and Industry**

- Events: 27
- Companies interviewing: 107
- Students participating: 551

**Education**

- Events: 1
- School districts interviewing: 21
- Students participating: 71
  - Total students participating*: 320
- Individual employers visited: 56
- Full-time jobs posted in *CareerLink*: 1,698

**Job Location & Development**

- Individual employers visited: 2
- Part-time jobs posted in *CareerLink*: 250
- Students employed in PT jobs: 122
- Average hourly salary: $10.15
- Total potential salary generated: $533,269

**Work Study** *(Career Services coordinated with Financial Aid, Human Resources & Payroll to post all WS jobs in *CareerLink*)*

**Community Service Work-Study Program**

Federal program places qualified students in non-profit agencies, paying 75% of student wage. America Reads pays 100% of tutor wage.

- Students employed: 118
- Participating agencies: 26
- Positions posted: 32

**On-Campus Work-Study Program**

- Students employed: 205
- Positions posted: 44

### College of Technology Campus

**Career Counseling & Job Search**

**Client Contacts***
- Counseling appointments: 124
- Résumé critiques: 230
- Faculty contacts: 6
- Career presentations: 40
- Student participants: 616
  - Total participants*: 970

**Employer Recruitment**

**Business and Industry**

- Events: 19
- Companies recruiting: 56
- Students participating*: 345

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*Figures represent total student, alumni, faculty, community and staff contacts. Some clients receive multiple services and are duplicated individuals.*