Mission
The UCI Career Center educates and engages students and alumni to realize their career potential. We do this by:

- Providing students and alumni with the tools and support necessary to successfully attain their career development goals.
- Collaborating with the campus community as an indispensable partner in the education and development of students.
- Providing exceptional customer service to our employers while recognizing individual recruiting needs.

Strategic Roadmap: Guiding Our Actions for the Next 3-5 Years
Partnerships: establishing champions that advance the delivery of career services and advocate for the Career Center
Customer Service: deepening our understanding of our customers in order to deliver services that meet their needs and expectations
Innovation: providing services for a new generation of students and employers and looking for inventive ways to generate revenue
Telling Our Story: ensuring awareness about what we do, whom we serve, and the impact we make
Developing Our Team: appreciating, supporting, and augmenting our staff

Career Center Highlights 2013-14
The University of California, Irvine Career Center works in concert with the campus and employer communities to position students for success in the job market. We provide a comprehensive portfolio of services, resources, and opportunities for engagement.

- We provide a variety of job and internship search classes, groups, workshops, practice interviews, and individual career counseling sessions including interpretation of vocational assessments that help students identify and articulate their professional skills for employers. In 2013-14, students accessed these programs over 9800 times.
- We create forums that facilitate student and employer connections. In 2013-14:
  o 400 employers, representing the spectrum of career fields, participated in our five major Career Fairs.
  o The Career Center’s dedicated Employer Relations staff approved 4225 internships and 8107 job listings posted by employers for UCI students.
  o 81 employers held 1232 on-campus interviews at the Career Center.
  o 102 employers held information sessions or staffed visibility tables.
  o The Career Center staff embarked on the Employer Engagement Project to make visits to 100 employers to learn the latest industry and hiring trends and to increase visibility for UCI talent.
  o The Career Center held 26 Career Discovery Series panels featuring professionals and alumni that students can add to their job search network.
The Career Center offered 16 online resume books where students can post resumes by career field for employers to access.

The Career Center held LinkedIn profile creation workshops and offered free, professional LinkedIn headshot photo booths at career fairs.

- We place special emphasis on **experiential learning** that helps students gain exposure to the world of work, develop skills and a professional network, and be prepared for a competitive job market. In 2013-14, the Career Center:
  - piloted a Job Shadow Program, which allowed nearly 30 students to spend one day of spring break alongside professionals at their worksites. Based on this success, we plan to greatly expand the program.
  - added a new position, Internship Coordinator, to our staff that will increase the quality and quantity of internships for UC Irvine students.
  - placed 48 students in competitive internships in Washington DC through the UCDC Summer Internship Program.

### BY THE NUMBERS: 2013-14

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<table>
<thead>
<tr>
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<tbody>
<tr>
<td>418,244</td>
<td>student logins to Zotlink</td>
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<tr>
<td>13,613</td>
<td>students logged into Zotlink at least once</td>
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<tr>
<td>9800+</td>
<td>times students accessed Career Center classes, groups, workshops, mock interviews, and advising</td>
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<tr>
<td>8107</td>
<td>job listings</td>
</tr>
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<td>4225</td>
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<td>on-campus interviews by 81 organizations</td>
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</tr>
<tr>
<td>26</td>
<td>Career Discovery Series panels</td>
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**Learning Outcome 2013-14**

**Peer Consultant Interns**

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<tr>
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<th>Professional &amp; Administrative Skills</th>
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<td></td>
<td>As a result of in-class interviewer training and observing interview videos, Peer Consultant Interns will be able to provide feedback to students during a one-on-one practice interview by identifying two strengths and two weaknesses of videotaped student interviews.</td>
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<tr>
<td>Measured By:</td>
<td>Survey – Completion of Peer Consultant Feedback Form</td>
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**Recognition**

Our staff made conference presentations and/or were panelists at MPACE, NCDA, NASPA Regional Drive In, NACE, and Graduate Career Consortium (GCC). Career Counselor Christine Kelly was elected President-Elect of the GCC. Director Suzanne Helbig shared Honorable Mention honors for NACE’s top innovation award with UC Berkeley colleagues.
INDIVIDUAL APPOINTMENTS & DROP IN ADVISING

DROP IN ADVISING & INDIVIDUAL APPOINTMENTS BY STATUS
Workshops & Outreach

NUMBER OF WORKSHOPS

Workshop Examples
Senior Bootcamp | Applying to Graduate School | Acing the Academic Interview | How to Get a Faculty Job at a Community College | Advanced Resume Writing | Networking for those Who Hate Networking
Are You LinkedIn? | Job Search Strategies for International Students | Interview Practice | Prepare for the Fair Negotiating the Job Offer | Interview Practice
Career Discovery Series Examples

Healthcare | Psychology | International Careers | Accounting | Entrepreneurs | Entertainment and Film
Business for All Majors | Gaming | How I Got an Internship | Computer Science and Electrical Engineering
Education | Criminology and Law Enforcement | Biotech and Science | Marketing and Social Media
Writing | Civil and Mechanical Engineering | Chemical Engineering and Material Sciences
Non-Profits and Social Entrepreneurs
**Graduate Student Services**

**GRADUATE STUDENT SERVICES ACTIVITY**

- **Individual Appointments**
  - 484 appointments
  - Up 7% from previous year

- **Workshops & Panels**
  - Conducted 41 (6 more than previous year)
  - 814 participants (3% more participants)

- **Invited Presentations**
  - Conducted 12
  - 235 participants (35% more participants)

- **Orientations**
  - 1723 participants

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**Student Zotlink Usage**

**STUDENT ZOTLINK USAGE**

<table>
<thead>
<tr>
<th>Activity</th>
<th>Details</th>
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<tbody>
<tr>
<td>13,613 students have logged in at least once</td>
<td></td>
</tr>
<tr>
<td>31 ave. number of logins per student</td>
<td></td>
</tr>
<tr>
<td>418,244 cumulative total logins</td>
<td></td>
</tr>
<tr>
<td>11,344 students have resumes in Zotlink</td>
<td></td>
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<tr>
<td>3779 total resumes in resume books</td>
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EMPLOYMENT LISTINGS

CAREER & GRADUATE SCHOOL FAIR: RECRUITER REGISTRATIONS
ON CAMPUS INTERVIEW EMPLOYER VISITS & UNIQUE EMPLOYERS

- 2010-11: 113 Total Visits, 69 Unique Employers
- 2011-12: 117 Total Visits, 68 Unique Employers
- 2012-13: 168 Total Visits, 86 Unique Employers
- 2013-14: 154 Total Visits, 81 Unique Employers

ON CAMPUS INTERVIEWS CONDUCTED & TOTAL RESUMES SUBMITTED

- 2010-2011: 810 Total Interviews, 2292 Resumes Submitted
- 2011-12: 943 Total Interviews, 2474 Resumes Submitted
- 2012-13: 912 Total Interviews, 2455 Resumes Submitted
- 2013-14: 1232 Total Interviews, 3787 Resumes Submitted
Special Programs

Job Shadow Program: one day job observation program for UCI students and employers over spring break

JOB SHADOW PROGRAM

29 student participants

20 organizations

JSP goal for Spring 2015: double number of companies and students

Employer Engagement Project: Staff outreach to local and national companies across the career spectrum

EMPLOYER ENGAGEMENT PROJECT

• 100 meetings
• Visibility for UCI talent
• Industry and hiring trends
• Local and national exposure
• Outcomes:
  • job and internship listings
  • career fair registrations
  • program participation
  • insider info for students
  • staff development
UCDC & Sacramento Internship Programs: competitive summer internships in government

SNAPSHOT OF UCDC/SIP PLACEMENTS

UCDC

SIP

[Logos of various organizations]
Thank You to Our Key Partners

Campus Collaborations: Last year we provided 153 programs and services to 58 different campus units/staff members and faculty members, and they were accessed over 8500 times by students.

Corporate Alliance Group: The Corporate Alliance Group is comprised of selected employers who take an active role in furthering the vision and development of the Career Center, and who would like to maximize their corporate visibility and recruitment on the UCI campus.
**Student Club Affiliates:** student organizations that have partnered with the Career Center to promote professional development for UCI students.

![Club Affiliates](image)

**Career Center Staff**
Suzanne Helbig, Director
Mary Bailey, Business Manager
Mark Carolino, Career Counselor
Kathy Dotson, Asst. Director, Marketing
Michelle Foley, Internship Coordinator
Bob Gomez, Assoc. Director, Employer Relations
Allison Keller, Career Counselor
Christine Kelly, Graduate Student Career Counselor
Michelle Mallen, Career Counselor
Lorena Marquez Marroquin, Career Counselor
Brian McCall, Event Coordinator
Julie Nunez, Customer Service & Employer Relations Asst.
Stacie Oshima, Career Counselor
Araceli Rossi, Asst. Director, Counseling
Jennifer Strichart, Marketing Coordinator

**Contact Us**
UC Irvine Career Center | 100 Student Services 1 | Irvine, CA 92697-4350 | career.uci.edu | 949.824.6881