



FROM FRONT DESK TO CORNER OFFICE: STUDENT PROFESSIONAL DEVELOPMENT WORKSHOPS



ABSTRACT

During the Spring 2019 semester, the Office of International Programs and Study Abroad (OIPSA) sponsored professional development workshops for its student employees. Recognizing the value of our students and the responsibility to help develop them into high-achieving professionals, OIPSA developed and hosted two 1.5-hour Student Professional Development Workshops, and sponsored students to attend three development and leadership events hosted by other UTEP departments. The goal was to improve the skill level of the student staff in various aspects when *looking back* at their current positions at OIPSA, and to improve their confidence in these areas *for the future* when they will be applying for jobs and starting careers after graduation.

RESEARCH QUESTION

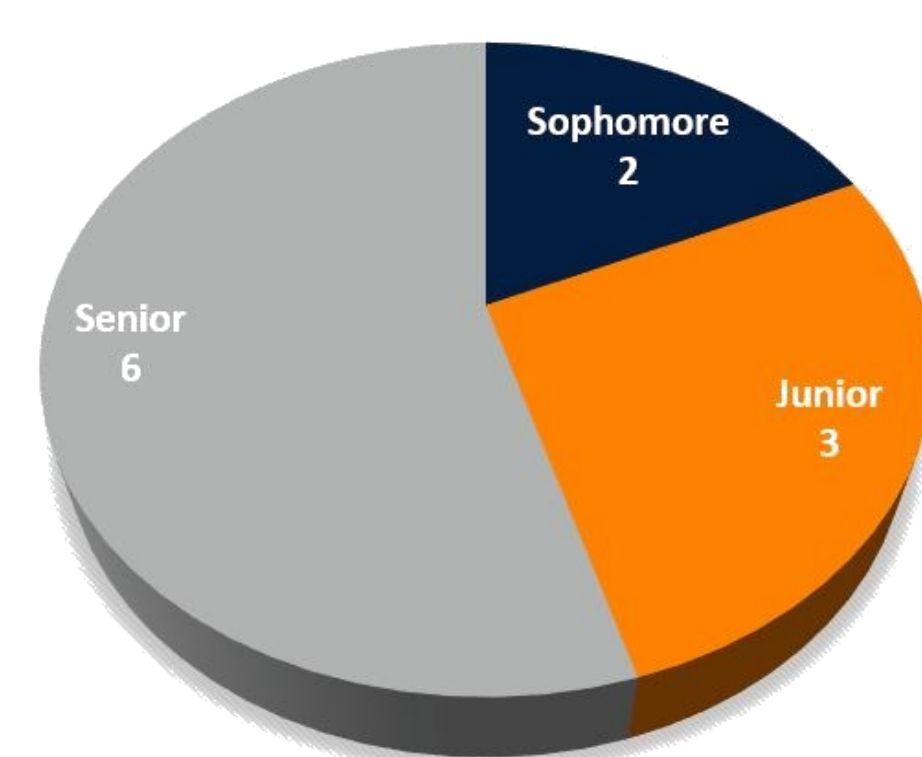
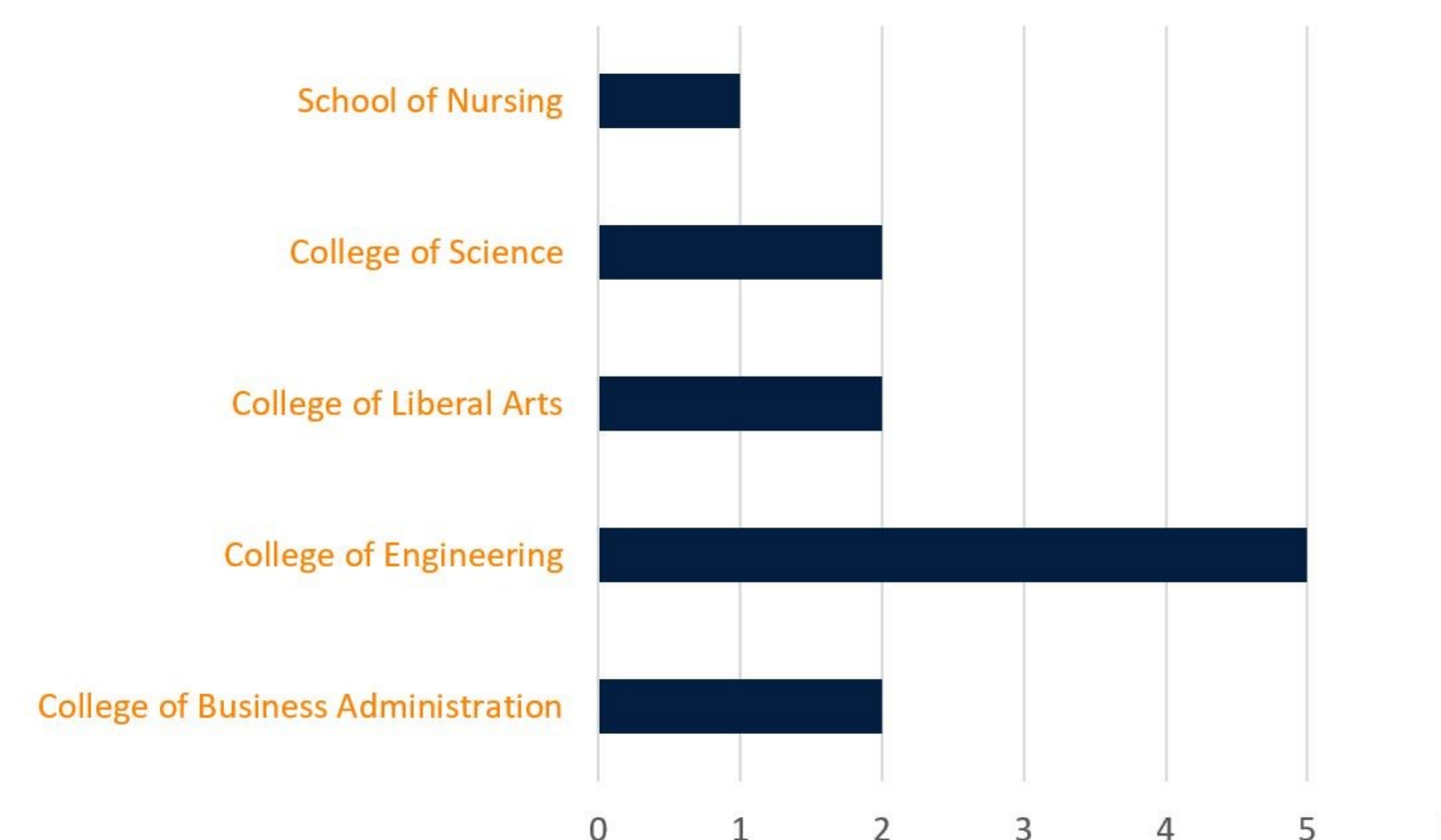
WHAT CAN OIPSA DO TO PROACTIVELY AND INTENTIONALLY DEVELOP STUDENT EMPLOYEES TO THRIVE IN THEIR CURRENT ROLES AND EXCEED IN THEIR FUTURE CAREERS?

LEARNING OUTCOMES

- (1) Student employees will feel more confident in their skills in their current positions at OIPSA.
- (2) Student employees will feel more confident and prepared to enter the workforce upon graduating.

METHODOLOGY

Internally-created three-to-six question surveys were distributed to student employees who participated in each event. Data was qualitative and quantitative. There was a 100% response rate for each event.



DEMOGRAPHICS

OIPSA employs 11 undergraduate students. Eight work with OIP, and three work with SA. One SA employee was hired in March and unable to participate in the earlier events. Most students had been employed with OIPSA for at least one year, and would continue their employment beyond Spring 2019.

KEY FINDINGS



100%

"Strongly Agreed" or "Agreed" that they felt more confident in their skills at OIPSA after attending each OIPSA-hosted workshop.

100%

"Strongly Agreed" or "Agreed" that they felt more confident that they will be prepared to enter the workforce after graduation after attending each OIPSA-hosted workshop.

INNOVATION

- Created intentional professional development workshops and assessed participation in outside workshops, which has not been done by our department before.
- Used videos from the UT Skillport to enhance workshops.
- Added self-reflection components into workshops for personal development.

FORWARD THINKING

In previous years, OIPSA would sponsor students to attend professional development events hosted by other departments, but most student workshops were centered around task-based trainings and office procedural changes. OIPSA will continue to host professional development workshops with varying topics, and continue to sponsor student employees for events hosted by other departments. Students have also been encouraged to seek out relevant events (ex. through the CampusEdge site) that may be of particular use to them.

Learning from past sessions, we will work on improving our time management by either covering fewer topics in a session, or scheduling longer sessions to ensure all planned topics are covered. Potential future workshop topics are listed below:

Strengths Finder | Stress Management | Resume Building | Presentations & Public Speaking

LOOKING BACK FOR THE FUTURE...

In the spirit of this year's theme and in an effort to continue to be forward-thinking regarding our student professional development, we ask our students to share their thoughts on how preparing for and presenting at the poster session helped with their current OIPSA jobs and prepared them for the future...