The following presentations offered by Michigan Tech Career Services are organized around the professional development competencies identified by the National Association of Colleges and Employers (NACE). NACE is a professional organization that connects college career educators and business recruiters to provide resources and research identifying best practices for professional development and recruiting. The NACE competencies are a set of transferable skills that are highly sought by employers and that prepare students to excel academically and thrive professionally. All of these presentations are available upon request.

NACE Competencies:

Reflection, Exploration, and Goal Setting
You have to start somewhere. Figure out how to leverage your strengths and improve upon weaknesses to prepare for your future.

Resume and/or Cover Letter Writing
Get ready to draft a resume and/or cover letter. Have your personal information and work history handy.

Experiential Learning Opportunities (Internships & Co-ops)
Learn about opportunities to apply your knowledge in real life — job shadowing, informational interviews, internships, and co-ops — and why they’re valuable.

Interviews
Tips and tricks on how to be prepared and present your best self during an interview.

Job Offer Negotiations
Congrats, you got the offer! Ensure you have the tools to evaluate and negotiate (if and when you should).

Networking, LinkedIn, and Personal Branding
Make a lasting impression with an in person elevator pitch, or virtually through online platforms in 30 seconds or less. Ready, set, go!

CareerFEST! Prep
Learn how to connect and build relationships with industry professionals like a pro. Something worth celebrating.

Career Fair Prep
Word on the street, MTU career fair is a pretty big deal. Make the best of this opportunity by showing up with a plan.

Job Search Strategies and Resources
Unlock possibilities, and create an action plan that will get you going. We can present this workshop in the Career Services Learning Center or in the Van Pelt & Opie Library with additional reference resources.

Succeeding as a Professional
You don’t know what you don’t know. Learn how to make the most out of transitioning into your career.