



SKILL IDENTIFICATION ASSIGNMENT

of total assignment points

Assignment learning goals:

1. Students will demonstrate the ability to connect with professionals in field of potential career interest.
2. Students will produce evidence of developing thoughtful reflection of their current skills, strengths, and areas of improvement
3. Students will demonstrate the ability to write a professionally acceptable thank-you letter.
4. Student will articulate in writing the knowledge and insight gained into career field of interest

Using provided resources as a guide, **1)** students identify skills, strengths, areas of improvement to prepare for their networking opportunity a Career Development Center sponsored Career Fair (career fair dates/times/locations can be found here https://mankato.mnsu.edu/university-life/career-development-center/spring_2021_services_program_announcements/) **2)** identify job, academic, or volunteer experiences as examples of skill development, **3)** registers for the career fair, **4)** signs up for three 10-minute sessions to network and practice talking about skills, strengths, and areas of improvement with professions, and reports knowledge gained **5)** finalizes Skill Identification Exercise **6)** completes three 10-minute networking sessions **7)** sends thank you emails **8)** Submits Essay

[# of points] Prior to attending Career Fair, students are expected to submit:

1) name/title/organization of three sessions you've signed up for and **2)** the Skill Identification Assignment

[# of points] Following the Career Fair, students are expected to submit:

3) thank-you letter/emails to each of the recruiters, and **4)** a two-page essay discussing the information gleaned from not only the actual networking sessions, but the process of reflecting on your skills, strengths, and areas of improvement

Essay prompts:

- How comfortable did you feel talking about your skills with employers?
- What process did you use to identify your strengths and areas of improvements?
- What did you like/dislike about networking in virtual environment?
- Based on your conversations, what are the strategies you will implement to secure an internship/career if your field?
- What about this process did you like and dislike?

Resources for student use:

Skill Identification Handout (pdf)

Accessed from the Career Development Center's Handshake Resources:
<https://app.joinhandshake.com/articles/20299>

Skill Identification Exercise (pdf)

Accessed from the Career Development Center's Handshake Resources:
<https://app.joinhandshake.com/articles/20300>

Transferable Skills List (pdf)

Accessed from the Career Development Center's Handshake Resources:
<https://app.joinhandshake.com/articles/20130>