

Listen. Think. Forecast: *Designing Your Career Adventure*

ACHE 2015

Tuesday, Nov 10 2015
10:45am–12:15pm,
Breakout 4 - Workshop

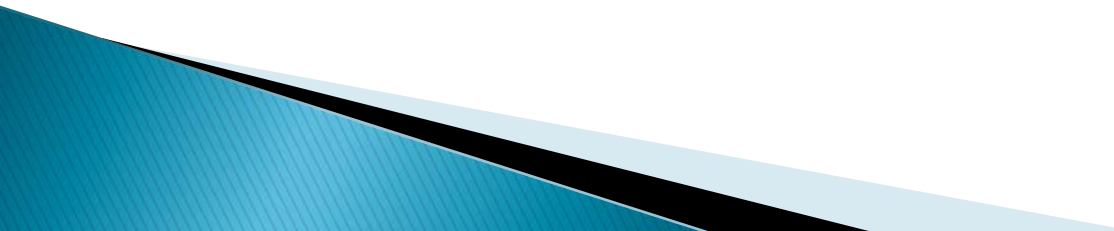
Presenters

Roxanne Gonzales
Clarion University
Pittsburgh, PA

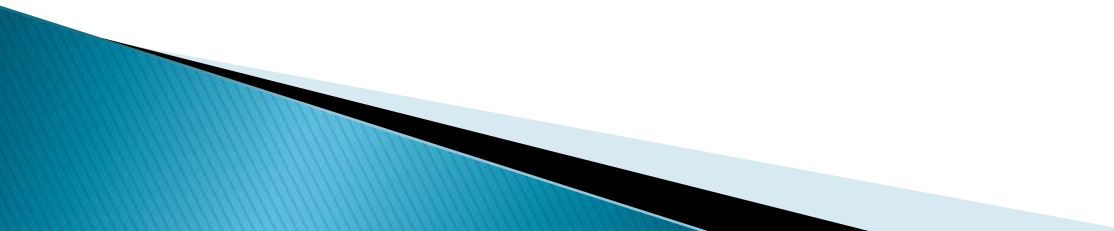
Jayne Pelletier
University of New England
Biddeford, ME

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Agnes Scott College
Decatur, GA

Overview

- Why we are here
 - Personal Experiences
 - Listen
 - Think
 - Forecast
 - Lessons Learned
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Why are you here?

- ▶ Why are you here?
 - Talk to your neighbor
 - ▶ Trends
 - More career changes than in the past
 - Are you prepared?
 - Have you planned your career or did it just happen?
 - How do you cope if you are derailed?
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Personal Experiences

- ▶ Survey of 20 ACHE members
- ▶ 15 replies
- ▶ Years in field:
 - 6 – 15 26.67% (4)
 - 16 – 7 73.33% (11)
- ▶ Focus of work
 - Credit 93.33%
 - Non-credit 33.33
 - Outreach 20%
 - Other 13.33% Marketing/OLLI

Personal Experiences

- ▶ **Did you plan for a career in CE?**
 - Yes 20% (3)
 - No 80% (12)
- ▶ **Happy**
 - Yes 93.33% (14)
 - No 6.67% (1)
- ▶ **Title**
 - Dean 33.33% (5)
 - Director 26.67% (4)
 - Coordinator 6.67% (1)
 - Volunteer coordinator, online instructor, VP/Associate VP, CEO

Listen: From the Field

- ▶ How did you get into CE?
 - Recruited
 - Teaching part time and was asked to join team
 - Good at external funding landed in CE
 - Student advisor and moved to CE from there
 - Worked with traditional students and when an opening came open in CE took it as was advancement
 - Needed to use my master's in Adult Education
 - Early research in online learning led to my current work
 - Went through accelerated and when laid off in corporate world went back to alma mater; found a home

Listen: From the Field

- ▶ How did you get into CE?
 - Went from faculty to administration which happened to be multi-campus operation
 - Went from hotel industry training into CE
 - Partnered with CE as a dean and ended up there
 - Worked with transfer students adults became my focus
 - Went from a grant funded position into CE via a colleague
 - My corporate work was similar to CE so easy transition
 - Conscious career change
 - Worked with colleague to build stackable credentials and stayed with CE

Think: Career Planning

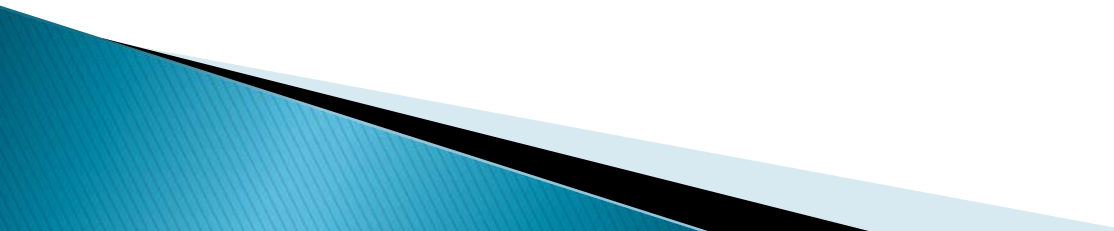
▶ Short-term

- Current to next five years
- Realistic goals
- Assess barriers

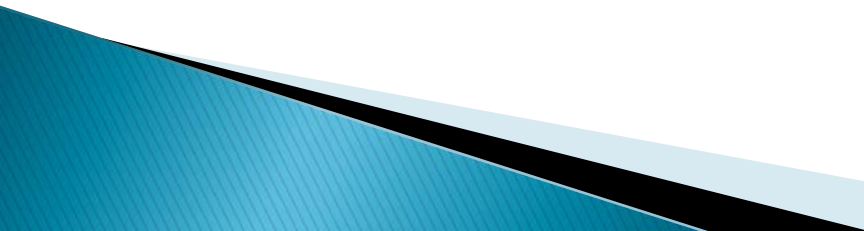
▶ Long –term

- Five – ten years out
- Developing core skills
- Identify your core skill sets
- Identify employment trends
- Identify gaps in skills

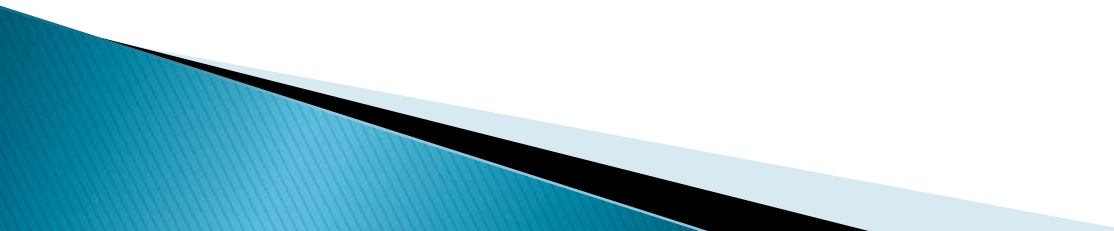
Listen: Exercise

- ▶ Jot down your career history
 - ▶ Jot down your short term career goals
 - ▶ Jot down your long term career goals
 - ▶ What road blocks do you see in your goals?
 - ▶ Talk to your neighbor about your goals and road blocks
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Forecast: Planning Steps

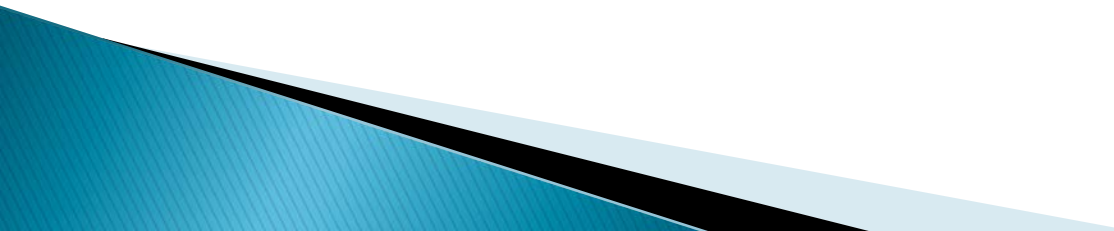
- ▶ Define your career ladder
 - ▶ Gather information on the positions that are included in your ladder
 - ▶ Identify the qualifications: job postings are a good resource, colleagues
 - ▶ Identify gaps in current skills and those required
 - ▶ Develop a plan
 - ▶ Develop a back-up plan
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Listen: Exercise

- ▶ How much do you know about the career field and where you'd like advance?
 - ▶ Talk to your neighbor
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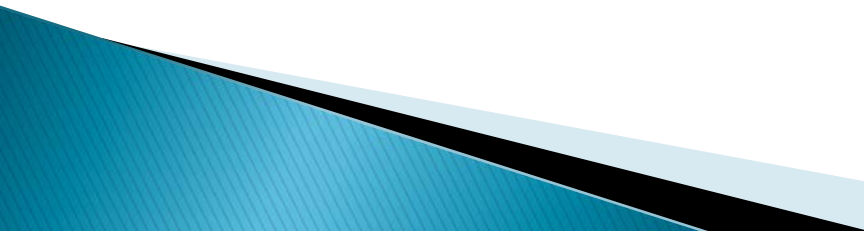
Listen: From the Field

Derailment

- ▶ **New president , my position was redefined, six of five leadership positions were eliminated**
 - ▶ **College was eliminated**
 - ▶ **Reorganization: continuing higher education no longer priority**
 - ▶ **Dramatic changes by new president chose to leave unhealthy environment**
 - ▶ **Declining enrollments led to downsizing**
 - ▶ **Downsizing due to budget cuts**
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Listen: From the Field

Derailment

- ▶ Large RIF resulting in centralization of functions
 - ▶ Laid off to bring in person with for-profit background in an effort to increase enrollments (didn't happen)
 - ▶ Had title in leadership in CE but no authority: left
 - ▶ Left higher education for K-12 on own
 - ▶ New leadership restructured CE and eliminated dean
 - ▶ Budget has limited my ability to respond to markets; need to rethink job
 - ▶ New leadership and budget issues led to less focus on CE
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Forecast: Planning Steps

- ▶ Analyze
 - Lifestyle
 - Likes/dislikes
 - Passion
 - Strengths
 - Weakness
 - Success
 - Dream job
 - Current situation
- 

Forecast: Exercise

- ▶ Reflect on the following:
 - Lifestyle
 - Likes/dislikes
 - Passion
 - Strengths
 - Weakness
 - Success
 - Dream job
 - Current situation
- ▶ Talk to your neighbor


Listen: From the Field

Regrouping

- ▶ Re-channeling energy and skills
- ▶ Accepting this was not a failed time
- ▶ Takes time – still regrouping – have new job/institution – lack of trust
- ▶ Retired and now have fuller life
- ▶ Have gained new experiences which has rounded out my resume
- ▶ Have not regrouped
- ▶ After six months took job for income – left for job within field out of state and now very pleased

Listen: From the Field


Regrouping

- ▶ **Never dreamed I'd face something like this – window of introspection and found ideal position – had to shift gears**
 - ▶ **New position with institution that needed my skill sets**
 - ▶ **Still regrouping - temporary position**
 - ▶ **Working on post-doc masters – network helped me regroup**
 - ▶ **Looking at alternative employment situations**
 - ▶ **Retired**
 - ▶ **Have new job and am hopeful**
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Forecast: Exercise

- ▶ What themes do you see in colleagues ability to regroup?
 - Group

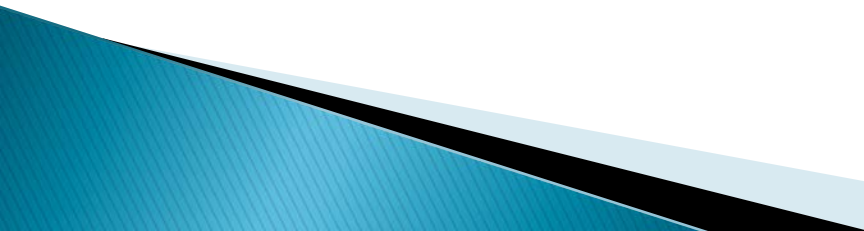
Listen: Lessons Learned

- ▶ Envision how the skills and knowledge can work in new ways
 - ▶ Use your network
 - ▶ Don't burn bridges
 - ▶ Always have in mind your next job
 - ▶ Be aware of your reputation
 - ▶ Know who you can trust
 - ▶ Strive to add value to the organization all the time
 - ▶ Carry no grudge – life is too short
 - ▶ There are just some times when we cannot change or influence
 - ▶ Surviving change can make you stronger if you are flexible
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Listen: Lessons Learned

- ▶ Stay connected to colleagues
 - ▶ Remain in professional development activities
 - ▶ Leaving an organization is just as important as joining one
 - ▶ Never stop scanning job boards
 - ▶ Assess your skills and experiences to ensure you are marketable
 - ▶ Keep CV updated
 - ▶ Grow your network find a position that allows you to use your strengths
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Listen: Lessons Learned

- ▶ Not every provost/senior administrator gets CE; make sure you know their definition before you say yes
 - ▶ Don't get too comfortable – stay current- be ready to re-enter the job market
 - ▶ Hone your craft
 - ▶ Think strategically
 - ▶ If you think you have enemies, you're right - if you come a fork in the road – take it
 - ▶ Practice authentic leadership
 - ▶ Be adaptable and embrace change
 - ▶ Network, network, network
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Forecast

- ▶ What do you take away from this session?

Resources

- ▶ <http://www.truity.com/test/holland-code-career-test>
- ▶ <http://www.leadershipchallenge.com/Leaders-Section-Assessments.aspx>
- ▶ <http://www.dkmanagementtools.com/free-leadership-self-assessment-tool>

I ask myself, what is it that I fall in love with every day? I then reflect on how this can be found or if it exists in my job. If yes, then a good fit. If not, then either look to make it happen at the present institution or look elsewhere.