



Webinar for VISTA

Planning Your Post-Service Career

This session will begin shortly.

Corporation for
**NATIONAL &
COMMUNITY
SERVICE** 



**CAMPAIGN
CONSULTATION
INCORPORATED**

Conference Number: **888-848-6505**

Passcode: **2010362**

Tips for Participating

- Submit questions to the presenter at any time using the Q & A feature.
- Share tips, resources, and ideas with other attendees using the Chat feature.
- We will open phone lines and microphones later in the presentation for Questions and Answers.

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Webinar for VISTA

Welcome

to

Getting from Here to THERE, Where THERE Keeps CHANGING: Planning Your Post-Service Career

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Today's Team...



Liz Matthews
Outreach Specialist
AmeriCorps VISTA



Robyn Stegman
Project Specialist
Campaign
Consultation, Inc.



Rebecca Starr
Project Specialist
Campaign
Consultation, Inc.

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Today's Presenter



Denise Riebman

Director of Career Development and Alumni Services

Trachtenberg School of Public Policy and Public
Administration, George Washington University

AmeriCorps VISTA, '94-'95

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Are You Struggling With Too Many Ideas?



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Or Too Few?



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Or Do You Know What You Want, But Have No Idea How To Get There?



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What We Will Cover Today:

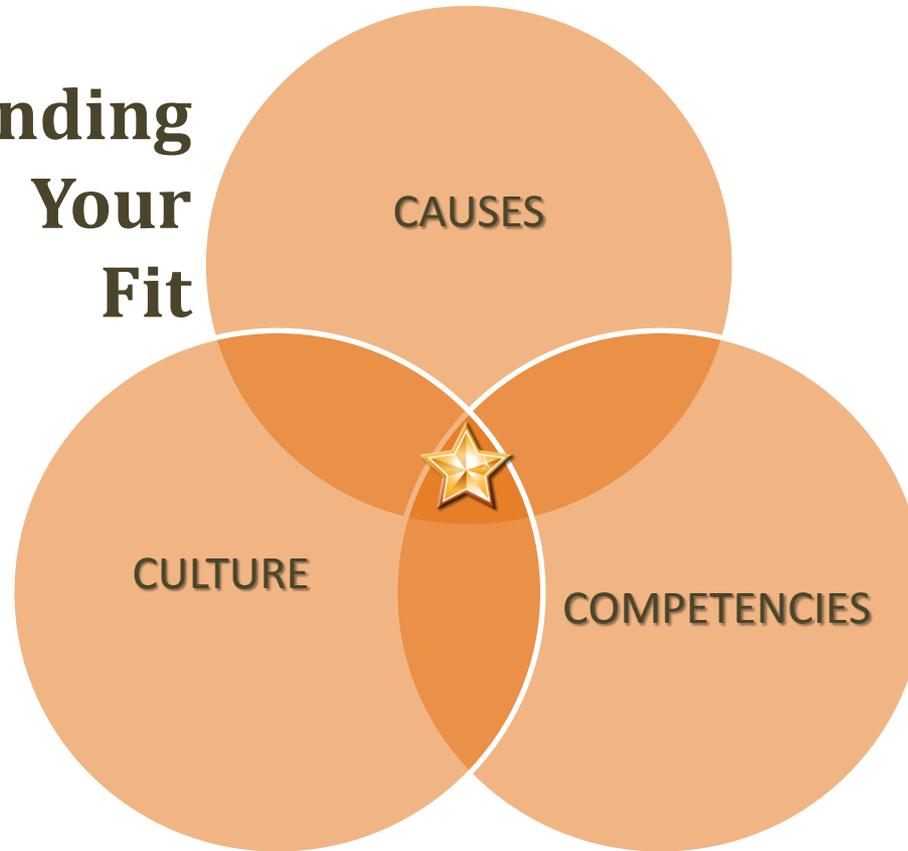
- Self exploration
- Short and long term career planning
- Deconstructing your career path
- Generalist versus Specialist
- Graduate school choices

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Self-Exploration: Ask, Think and Question

**Finding
Your
Fit**



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Write down all the causes you care about in the world



LEARN



DONATE



VOLUNTEER



WORK



CAUSES



What issues get you riled up?

What books/magazines/TV shows are you drawn to?

What e-newsletters/blogs do you read first? Which stay in your inbox ignored? Which get deleted?

When are you sitting on the edge of your chair? What are you willing to fight for?

When you're looking back on your life, what do you want to be able to say changed because you lived?

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CULTURE



**Pick your MUST HAVE 5
& LIKE TO HAVE 10**

- Mission
- Vision
- Leadership
- Financial stability
- Work Life
- Physical environment
- Staff and Work dynamics

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- Leadership
- Management/
Supervisory
- Communications
- Critical thinking
- Human Relations
- Cross Cultural
- External Relations
- Capacity Building
- Training/
Education
- Research/Analysis
- Financial
Management

COMPETENCIES



DON'T LIKE
AND/OR
DON'T DO
WELL



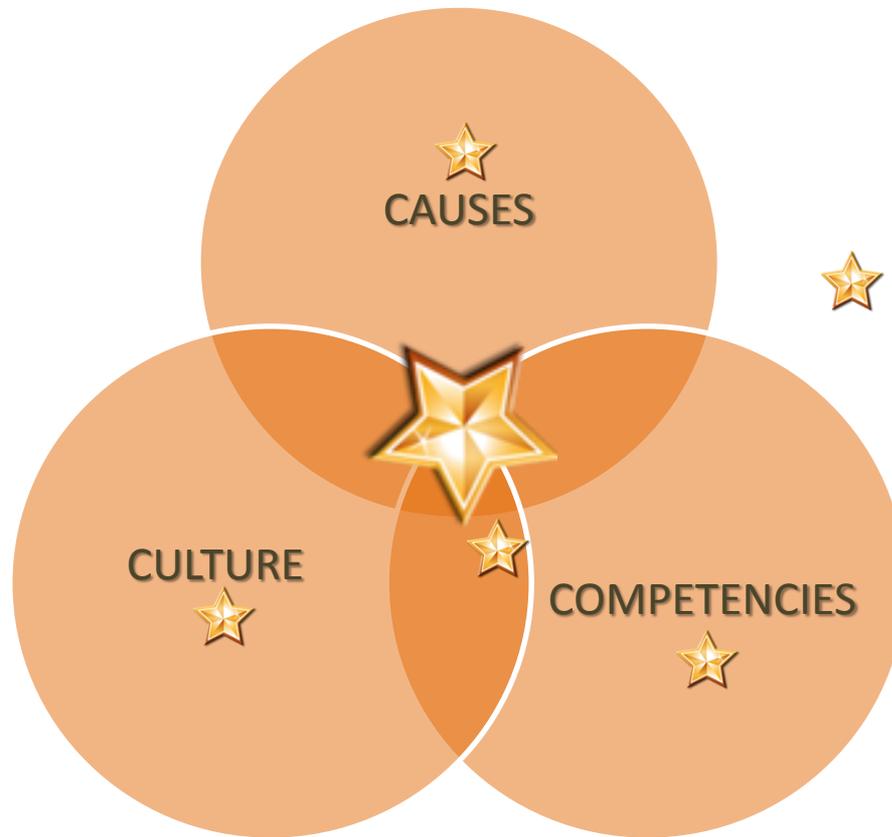
LIKE
AND/OR
DO WELL



LOVE
AND/OR
DO GREAT

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Self Exploration: Ask, Think and Question

Additional Resources

- http://encorps.nationalservicerresources.org/resources/everything_about_getting_a_job/career_dev_self_assessment.php
- www.mynextmove.org/explore/ip
- stewartcoopercoon.com/jobsearch/career-values/
- <https://www.candidcareer.com/>
- www.VISTACampus.gov/

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Life After VISTA

What's Next: Life After Your Service Year (Course)



Reflect on your service year and plan your next steps.



Your rating: -- Average: 4.8 (9 votes)

[View/Submit Feedback](#)

VISTA Works (Course, Flash)



Jump start your career exploration process with activities, tools, assessments, and tips across five sections: hot trends, assessments, job search, resume building and interview skills.



Your rating: -- Average: 4.7 (6 votes)

[View/Submit Feedback](#)

Now What?



Hmmmm....maybe I
should start taking
some career action
NOW?

Wonder what it would
take to be a banana
farmer?

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Snapshot Career Planning: Getting Started



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Start Reading and Learning

- Read **LOTS** of job postings and print several of your favorites
 - What are the commonalities?
 - What are the differences?
 - What type of skills/experience is needed?
 - Which could I get NOW? Which are for the future?
- Read **LOTS** of LinkedIn Profiles
 - Who are you drawn to and why?
 - What career paths grab your attention?
 - What have they done that you want to do?
- **LEARN** about employers and industries
 - Sign up for E-newsletters
 - Join LinkedIn/Facebook Groups
 - Read relevant websites/magazines
 - Note which ones you **read** and which you **ignore/delete**



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Start Talking and Listening

- **TALK** to people
 - What are some similar qualities in the people you consistently find yourself drawn to?
 - What is a day really like in their job?
- **LISTEN** to groups of people
 - Which events would you be willing to pay for?
 - What programs do you change your schedule around to attend?
 - When are you completely engrossed?
 - When do you play with your phone?



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Long Lens Career Planning: Thinking Big Picture



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CAREER

Undergraduate
Technical
Associates
Training
Graduate
Certifications
Coursework
Academic
Papers/Thesis

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Professional
Volunteering

Pro-bono &
contract
work

Associations
&
Membership

Networking

Conferences

Trainings

Branding

Lean OUT

New/expand responsibilities

Promotions

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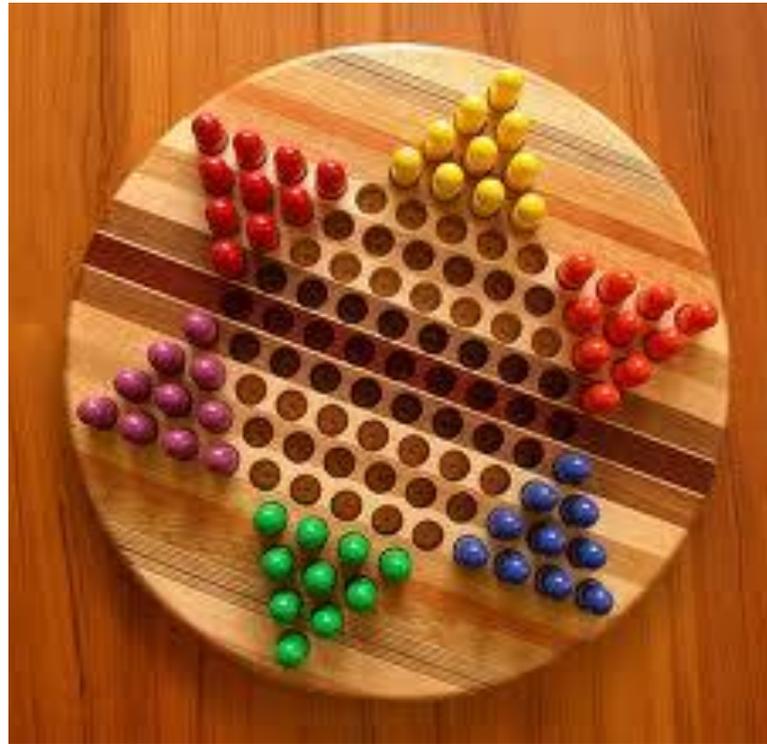
Demystifying Career Paths



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Deconstructing Career Paths



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Executive Director Career Path

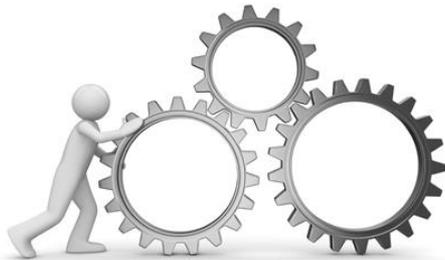
PROGRAMS/SERVICES



PARTNERSHIPS AND STRATEGY



OPERATIONS



COMMUNICATIONS



DEVELOPMENT



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Source: Bridgespan Group

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DIRECTOR OF PROGRAMS Qualifications

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PROGRAM MANAGER

REQUIRED Skills/Qualifications:

- Must work from a strong values-based, social justice and community empowerment perspective.
- Must have a minimum of 3 years of demonstrated success working with youth and young adults and/or other adult populations in case management and sustaining high levels of program participation.
- Strong group facilitation and training skills.
- Must be highly motivated and able to manage multiple priorities and achieve measurable results in a high productivity, fast-paced and transforming environment.
- Must have excellent interpersonal and written communication skills
- Demonstrated ability to manage and thrive in strong team dynamics.
- Exemplary team building and collaborative leadership skills.
- Proficiency in Microsoft Office applications – Word, Excel, PowerPoint.

PREFERRED Skills/Qualifications:

- Experience in cohort development is preferred.
- Documented success in providing leadership development, personal and/or professional development training
- Experience working in federally funded programs is preferred.
- Strong interpersonal, conflict resolution skills and a sense of humor.
- Detail oriented in terms of reporting, record keeping, due diligence and communication.
- Bachelor's Degree preferred in related field; 3 or more years of demonstrated direct experience in the field may qualify in lieu of degree.

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PROGRAM ASSISTANT

QUALIFICATIONS:

- Bachelor's Degree
- Ability to work both independently and in a team
- Highly motivated self-starter
- Intense attention to detail while meeting assignment deadlines
- High level of accuracy
- Proficiency with all Microsoft Office Products
- Ability to work through ambiguity
- Exceptional time management skills with an ability to prioritize
- Strong observation and recording skills

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Strength/Gap Analysis Examples

COMPETENCY	HAVE	NEED	HOW
Program Development	2 years experience running programs and created one new program	More experience initiating and designing youth development programs	Create new programs with current organization. Look into volunteer program opportunities working with urban youth.
Program Evaluation	Reviewed surveys for community members to evaluate health service accessibility.	Learn to write research and analyze results.	Work with supervisor on next health center survey to learn how to design surveys. Classes in research methods, survey design and statistical analysis.

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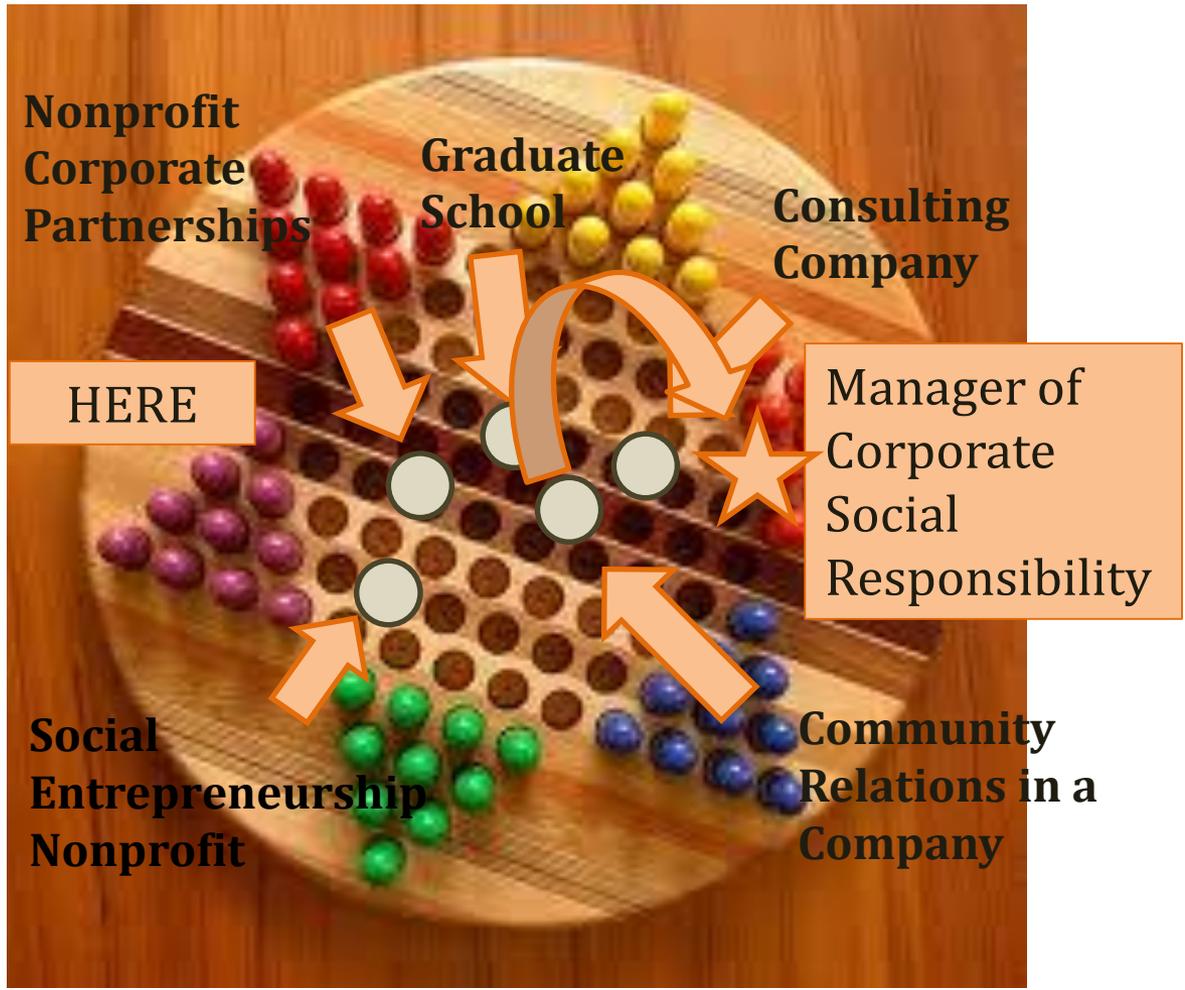


HERE

Manager of
Corporate
Social
Responsibility

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Generalist vs. Specialist



VS.



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Generalist vs. Specialist

Program
Analyst for
Government
Accountability
Office

VS.

Performance
Evaluator for
Department of
Education, Head
Start Programs

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Generalist vs. Specialist

Facilitator for
Nonprofit
Organizational
Effectiveness

VS.

Trainer for
Urban Youth
Development

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Generalist
AND
Specialist?



Career success
in all sectors

Focus on one cause NOW;
many causes LATER

Focus on MANY causes
now; ONE cause later

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Pivoting Through Your Career

Transferrable
Professional
Skills

Wide
Network
with Deep
Channels

Versatile
Education



Known for
a body of
knowledge

“Five Tool Player”

Eye for
Possibilities

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MSW

MPA

JD

MPP

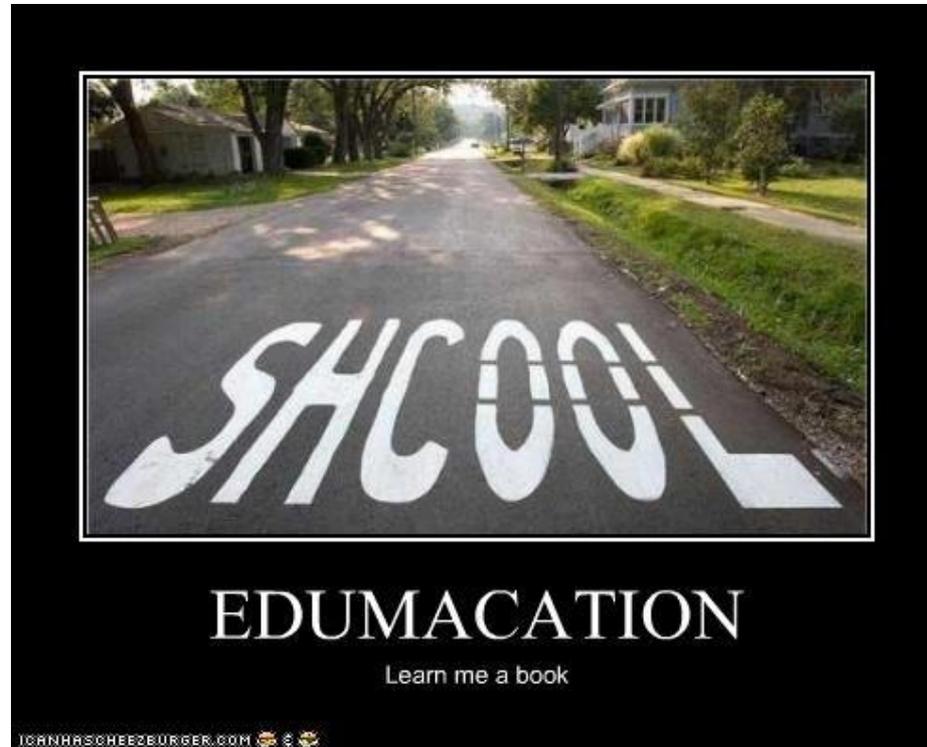
MA

MS

PhD

MPH

MBA



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Five Questions to Ask Before Getting Further Education

1. Is it necessary to **BREAK INTO** the field?
2. Is it necessary to **ADVANCE** in the field?
3. Are you **PASSIONATE** about it?
4. Do you need to get it **NOW**?
5. Can you **AFFORD** it?



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Education Resources

- www.quintcareers.com/considering_graduate_school.html
- <http://www.idealists.org/info/GradEducation>
- <http://www.publicservicecareers.org>
- <http://www.NationalService.gov/EdAwardMatch>
- <https://www.nationalserviceresources.org/edaward>
- <http://www.americorpsalums.org>

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Education Award Resources

SEGAL AMERICORPS EDUCATION AWARD

Trent Triumphs Over Debt

Average:



No votes yet

Who's Trent?

A VISTA, Trent has always wanted to be a public school teacher, but with a humongous debt from his undergraduate years, he's not sure he can afford to make student loan payments on a teacher's salary. Or can he? **Running time: 3 min.** / [Trent's transcript \(PDF\)](#)



Education Award Stories

How Trent learned to stop worrying about his student loans

Search EdAward Content

Enter terms

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 - Dolores
 - Jade
 - Lee
 - Marc
 - Marvin
 - Trent
- Schools
- Loans
- Taxes
- VISTAs
- Guidebook

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Real Life VISTA Alum Career Stories



Robyn Stegman
Project Specialist
Campaign
Consultation, Inc.



Denise Riebman
Director of Career
Development
George Washington
University



Liz Matthews
Outreach Specialist
AmeriCorps VISTA

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Next Steps

- Create an emailed search agent with 2 relevant job boards to start reviewing postings
- Schedule 3 networking meetings for the next month
- Spend an hour this week looking at LinkedIn profiles in your field
- Attend AmeriCorps Alums Virtual Grad School Fair
- Attend the Using Your Education Award webinar on December 3 or find out more online

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1. To participate by phone, press *1.
2. To participate using your computer headset or microphone, raise your virtual hand.
3. To participate electronically, use the Q&A feature located below the video screen.



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Evaluation

Please take a few moments to share your feedback. How can we improve these sessions? What topics should we include in future webinars?

Thank you very much for your time and participation!

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THANK YOU
for your participation!

If you have further questions or for more information, contact us:

VISTAWebinars@cns.gov

Using Your Education Award
December 3, 2013 2-3:30 PM EST

Visit the Ongoing Learning page on the VISTA Campus for a complete schedule of VISTA webshops

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