



a newsletter for parents & families



GEORGIA'S PUBLIC LIBERAL ARTS UNIVERSITY

University Housing

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## Competencies That Can Make Students “Career Ready”

Career readiness, according to the National Association of Colleges and Employers (NACE), is defined as “the attainment and demonstration of requisite competencies that broadly prepare college graduates for a successful transition into the workplace.”

What are these competencies that NACE suggests students should focus on? Here they are so you can discuss them with your student...

- **“Critical Thinking/Problem Solving:** Exercise sound reasoning to analyze issues, make decisions, and overcome problems. The individual is able to obtain, interpret, and use knowledge, facts, and data in this process, and may demonstrate originality and inventiveness.
- **Oral/Written Communications:** Articulate thoughts and ideas clearly and effectively in written and oral forms to persons inside and outside of the organization. The individual has public speaking skills; is able to express ideas to others; and can write/edit memos, letters, and complex technical reports clearly and effectively.
- **Teamwork/Collaboration:** Build collaborative relationships with colleagues and customers representing diverse cultures, races, ages, genders, religions, lifestyles, and viewpoints. The individual is able to work within a team structure, and can negotiate and manage conflict.
- **Digital Technology:** Leverage existing digital technologies ethically and efficiently to solve problems, complete tasks, and accomplish goals. The individual demonstrates effective adaptability to new and emerging technologies.
- **Leadership:** Leverage the strengths of others to achieve common goals, and use interpersonal skills to coach and develop others. The individual is able to assess and manage his/her emotions and those of others; use empathetic skills to guide and motivate; and organize, prioritize, and delegate work.
- **Professionalism/Work Ethic:** Demonstrate personal accountability and effective work habits, e.g., punctuality, working productively with others, and time workload management, and understand the impact of non-verbal communication on professional work image. The individual demonstrates integrity and ethical behavior, acts responsibly with the interests of the larger community in mind, and is able to learn from his/her mistakes.
- **Career Management:** Identify and articulate one’s skills, strengths, knowledge, and experiences relevant to the position desired and career goals, and identify areas necessary for professional growth. The individual is able to navigate and explore job options, understands and can take the steps necessary to pursue opportunities, and understands how to self-advocate for opportunities in the workplace.
- **Global/Intercultural Fluency:** Value, respect, and learn from diverse cultures, races, ages, genders, sexual orientations, and religions. The individual demonstrates, openness, inclusiveness, sensitivity, and the ability to interact respectfully with all people and understand individuals’ differences.”



Source: [www.naceweb.org](http://www.naceweb.org)



# Providing Support During the Final Push

The term is almost over, as students ready for final papers and exams. This final push can be stressful and busy, which means that your student can surely use your support and encouragement.

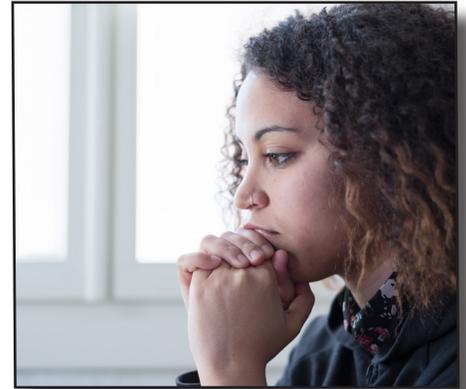
Here are a few things that you can do to be of help...

**Respect Time.** You may not hear from your student as frequently as usual during this busy time. Respect that her time is likely focused on wrapping up the year right, academically and socially.

**Reach Out.** You can still reach out to let your student know that you're thinking about him. Send an encouraging text, an uplifting email or supportive voicemail so he knows that you're there, rooting him on!

**Send Healthy Care Packages.** Some real mail could be just the boost that your student needs. Yet, instead of filling it with just sugar-filled treats, consider balancing it with healthy snacks to keep her mind and body fueled, like nuts, dried fruit, oatmeal and more.

**Encourage Self-Care.** Some students tend to eat and sleep poorly during the final push, thinking that pulling an all-nighter and loading up on caffeine are how they're going to make it. Let them know that a lack of sleep is the worst thing they can do for their concentration levels. And overdoing the caffeine can make them scattered.



**Support Help-Seeking.** If your student is having academic problems, encourage her to talk with a professor or adviser. If she is anxious and having trouble focusing, point her to the campus counseling center. Let her know that seeking help is the strong, capable thing to do when she realizes that she can't do it all on her own.

**Provide Things to Look Forward to.** As your student digs in to finish up the term well, help him plan things to look forward to, too. This might be going to a baseball game this summer, having a family barbecue when he's done with finals or taking a camping trip with his siblings. Looking ahead to rewards such as this can be a potent motivator.

## Keeping Up the Motivation

Some students may struggle with motivation to finish the term. Encouragement can come in the form of...

- ▶ Reminders that there's a light at the end of the tunnel
- ▶ Knowing that you expect him to just do his best
- ▶ Providing mini-breaks in between study sessions
- ▶ Listening when your student needs to unload and process emotions

## Seasonal Student Issues

Here are a few things your student may be experiencing this month...

- ▶ Losing motivation for the final push
- ▶ Becoming restless as spring fever hits and problems arise
- ▶ Anticipating the end of the year
- ▶ Developing frustration and confusion because of class registration
- ▶ Having papers and exams pile up
- ▶ Experiencing summer job panic
- ▶ Feeling like they are no longer accountable for their actions – may turn to vandalism
- ▶ Being concerned about moving home for the summer





## Being Accountable

Some students lose their filters and feel like they can do whatever they want at the end of the academic year. After all, they're just blowing off steam or having a little fun during this stressful time, right? Wrong.

Students always need to be accountable for their actions. It's a key part of them being an adult and accepting adult responsibilities, while also positively contributing to the campus community.

So, please remind your student that it's important to be accountable when it comes to issues such as...

- Not losing their inhibitions due to substance abuse
- Obtaining clear consent in intimate relationships



- Not vandalizing others' property
- Paying attention to end-of-the-year requests and responsibilities
- Abiding by quiet hours so others can sleep and study
- Filing any necessary paperwork

- Completing academic assignments

Wrapping up the end of the year in an accountable, adult manner can send your student into the summer months with a clear mind and no regrets.

## 10 Ways to Ready for Room Checkout

In the midst of saying goodbye to friends and preparing for final projects and exams, students living on campus need to take care of their room checkout responsibilities, too. They include...

1. Cleaning their rooms so they're in the same shape as when they moved in
2. Going to meetings and/or reading through checkout materials
3. Making checkout appointments with residence hall staff
4. Determining the right ways to recycle and/or dispose of unwanted items
5. Having enough boxes and bags to pack their belongings
6. Not leaving a mess for the campus cleaning staff
7. Not ignoring their responsibilities and doing what's required
8. Starting the clean-up process before the very last minute
9. Knowing what they are signing when the room condition is being assessed during checkout
10. Pre-arranging a way to get their belongings to the next destination





# Stress-Busting Tips for Students

Your student is in the midst of a pretty stressful time, as the year winds to a close. Here are some stress-busting tips to share...

## Steer Clear of Negative Talk.

While it's easy to complain and dwell in negativity sometimes, it doesn't do a whole lot of good and can sap your energy. So, steer clear of those who want to engage in "complaint fests" and be the most positive person you can be.

**Assess the Situation.** What causes you stress? *Who* causes you stress? If you can't turn the situation or relationship into a positive experience, then commit to avoiding it and/or changing your attitude toward that person or situation.

**Think & Plan Ahead.** Consider what you can do today to reduce your stress tomorrow. Maybe it's picking out your clothes the night before or planning your week's schedule in advance. Or it could involve organizing your computer desktop and filing papers quickly, so things are easy to find when you need them.

**Tap into Your Support System.** It's easier to be less stressed if you surround yourself with supportive, positive people. Which friends and family members serve this purpose for you? And how can you return the favor?

**Just Say "No."** It's easy to say "yes" too many times, and get overwhelmed in the process. Saying "no" is okay too. You can agree to help out or contribute to something, but only if you can fit it into your overall schedule. An occasional "no" can keep things on an even keel.

**Laugh Regularly.** Finding humor in everyday situations and taking every chance to laugh can do you an endless amount of good. They don't call laughter "internal jogging" for nothing! And your perspective is clearer and calmer when you're viewing some things through a filter of humor.

**Use Nature as a Natural Stress Reliever.** Take a stroll outside. Leave the library and do homework on a bench outdoors. Walk as you catch up with a friend. Just being outdoors will lower your stress and give you a new view on life.

**Exercise and Eat Well.** How you treat your body will determine how it responds when things aren't going well. Exercise regularly, choose a healthy diet and get enough sleep. If you do these things, your body will cope with stress much more effectively.

**Don't Try to Control the Uncontrollable.** Things we have no control over sometimes cause stress.

So, practice accepting some things as they are and moving on. Analyzing how or why something happened, that you couldn't and still can't change, may only increase stress levels.

## Want to Stay Stressed?

- Personalize all criticism
- Break off all friendships
- Eat anything you want
- Never exercise
- View everything as extreme
- Make more promises than you can keep
- Never ask for help
- Forget your sense of humor
- Become a workaholic
- Discard all time management skills
- Get very little sleep
- Break all boundaries
- Procrastinate
- Worry about things you can't change
- Set impossible standards
- View all challenges as problems
- Never take time off

Students don't need us to lecture them on releasing stress – that only causes more stress! Instead, gently remind your student of some simple stress relief techniques that can help her deal with specific issues. And if you see her turning to unhealthy coping mechanisms, like alcohol, other drugs and more, encourage her to visit the campus counseling center or to talk with another trusted adult on campus. Beating stress in healthy ways *is* possible.

