

Hello Mentors & Mentees,

Happy New Year!

We hope you had a fantastic holiday and wish you the very best this new year! As a reminder, our monthly Career Conversations will focus on the eight professional competencies for career readiness provided by the National Association of Colleges and Employers (NACE). We hope that this will spark conversations between the two of you to think deeper about your own career readiness and where strengths and opportunities for growth are.

This month is an important time to register for the MN Private Colleges Career & Internship Fair (information below) and the 2018 Fair Prep Party. The Fair Prep Party will get you ready for the MN Private Colleges Career & Internship so we strongly encourage you to attend. See below for further information under the Special Events section. Also coming up will be an event at Gustavus in March, so stay tuned for further information.

In an effort to make these emails shorter we will now be sending the introduction in the content of this email and the complete document as an attachment. You can also find each month's Career Conversation on our website at [www.gustavus.edu/mentoring](http://www.gustavus.edu/mentoring) and via Facebook at <https://www.facebook.com/gustavusmentoring/>.

## January

### **Teamwork/Collaboration & Digital Technology**

- Build and maintain collaborative relationships to work effectively with others regardless of cultures, race, gender, religion, lifestyle or viewpoint, in a team setting through shared responsibility, empathy and respect. The ability to manage your emotions and conflict with others while contributing towards a common goal.
- 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.

### **Assess yourself on Teamwork/Collaboration & Digital Technology:**

- Need to Develop
- Currently Developing
- Excelling

### **Ways to develop this competency:**

- Collaborate with others on a class project where responsibility is shared and not divided.
- Handle difficult conversations in person with respect.
- Consider others' perspectives before making a decision.
- Seek out opportunities to learn new software technology.
- Use technology to fulfill research and site accordingly.

### **Thought Provoking Question(s):**

1. Have you ever worked on a team project where you felt one person wasn't fulfilling their responsibilities? Did you confront that person? Why or Why not?
2. With all the advancements in technology, how do you see yourself using technology in the future?

**Sample Interview Question(s):**

1. Share a time when you experienced working with a difficult coworker on a team. How was the coworker difficult and what did you do to resolve the situation to encourage the team's ongoing progress? (Source: <https://www.thebalance.com/teamwork-job-interview-questions-for-employers-to-ask-1918511>)
2. Give an example of where you have applied your technical knowledge in a practical way. (Source: <https://www.thebalance.com/top-technical-interview-questions-2061227>)

**Podcast:**

Podcast 22: The Soft Skill of Collaboration: The Rallying Point and Other Keys to Success by Serious Soft Skills Dr. Tobin Porterfield and Bob Graham

<http://serioussoftskills.com/2017/12/06/podcast-22-the-soft-skill-of-collaboration-the-rallying-point-and-other-keys-to-success/>

HBR IdeaCast 607: How Technology Tests Our Trust <https://soundcloud.com/hbrideacast/607-how-technology-tests-our-trust>

**Special Events:**

**MN Private College Career Fair**, February 27, 2018 from 9am-2pm at the Minneapolis Convention Center. **Register** to attend the event via Handshake at: [https://app.joinhandshake.com/career\\_fairs/3945](https://app.joinhandshake.com/career_fairs/3945). Click "Join Event" in the upper right corner.

**2018 Fair Prep Party**, Wednesday, February 21, 2018 6:30pm-8:00pm in Alumni Hall, Johnson Student Union. **Register** to attend via Handshake at:

<https://gustavus.joinhandshake.com/events/46591>. Click "Join Event" in the upper right corner.

Get ready for MN Private Colleges Job and Internship Fair!

Practice introducing yourself to employers in speed networking, do a mock interview with Gustavus alumni, and get advice on your resume, fair strategy and job search success!

Co-sponsored by Gustavus Women in Leadership and Career Development