
Employer Relations

Process Overview for San Diego City College

Sasha Knox | Job Placement Coordinator
Karen Overklift | Employer Relations Liaison

Agenda

Process Map
Campus Overview

Outline **Our Growing Team**

Define **Employer Relations Liaison Role**

Define **ERL on Campus Processes & Functions**

Identify **Areas of Success**

Identify **Areas of Opportunities**

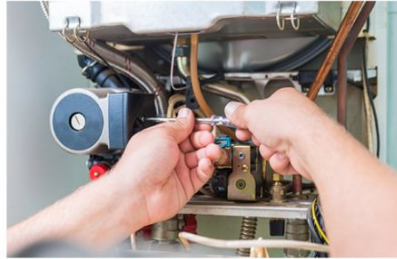
Moving Forward in 2023/2024

Find a Career that Inspires You.

With more than 200 degrees and certificates, your new career begins at San Diego City College. **What career inspires you?**



Accounting



**Air Conditioning, Refrigeration,
and Environmental Control
Technology**



Alcohol & Other Drug Studies



Business Studies

College Student Profile

Student Profile CCCAApply LGBTQ+ Data

Student Profile

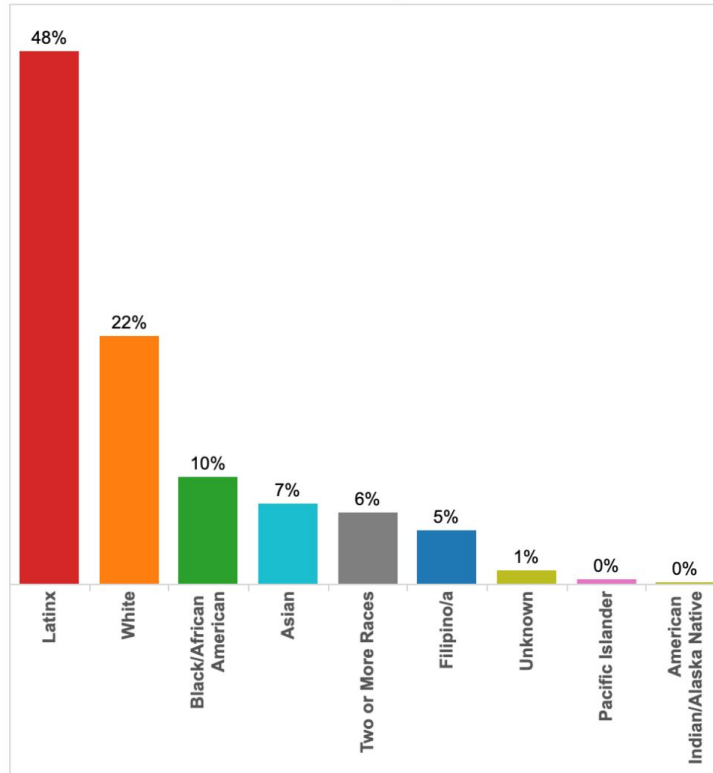
Display of the unduplicated student count by student characteristics. Drops, never attends, and cancelled classes are excluded.

Term Selection

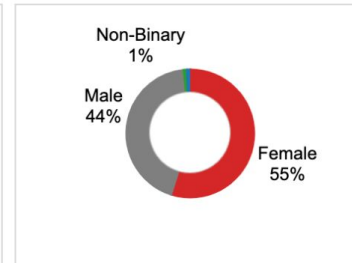
Fall 22



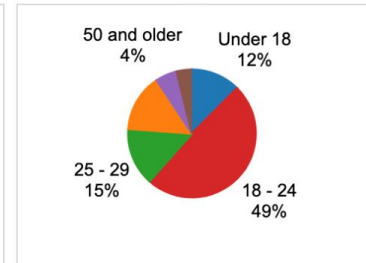
Ethnicity



Gender

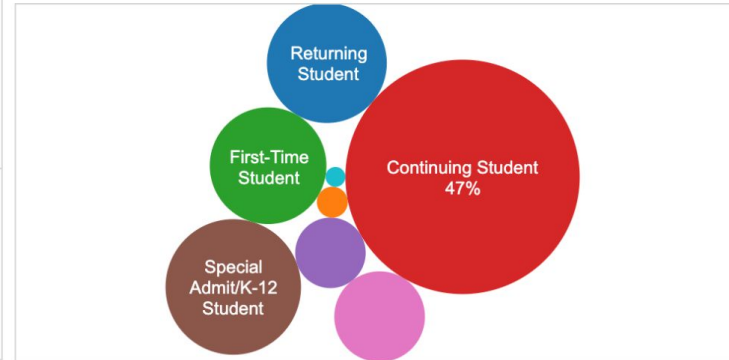


Age



12,292 students

Enrollment Status



Our Team

Karen Overklift
Employer Relations
Liaison

Job Placement
Coordinator

Work-Based
Learning Coordinator

Career Services
Team



Career Services Team

- Onboarding ERL
 - Development of ERL Campus Maps
- Onboarding of key personnel for the City College Career Team



Job Placement Process

1. Student Identification

- Institutional Research Office
- Canvas Announcements
- Annual faculty Presentations
- Annual Priority Sector Trainings

1.1. Student Assessment

- Intake Form
- Goal Setting/Benchmarking

DREAM BIG
Employment Support at
San Diego City College

*Career Services and Job Placement
aimed to help you accomplish your
dream*

- 1:1 Coaching
- Employer Networking Events
- City College Student and Community Job Board
- Job Fairs
- Employment Preparation Workshops

Contact Us:
Transfer and Career Center
A-301
619-388-3722
citytran@sdccd.edu

OFFERINGS:

- Resume and Cover Letter Reviews
- Mock Interviews
- Career Planning
- Job & Internship Search and Placement

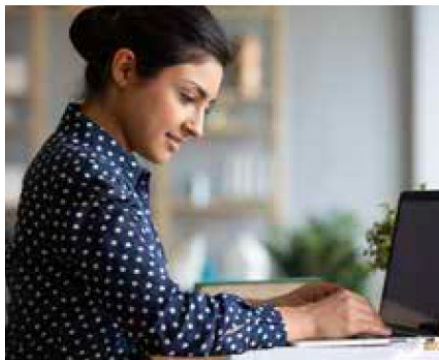
Student Assessment & Referral

Referral process for additional experience on our campus is held primarily through our office. Supported by additional partnerships with faculty, staff and community partners.

Job Placement Advisory Committee

- Faculty
- Counselors
- Deans
- Institutional Research
- Students

JOB SEARCH GUIDE



LANDING YOUR DREAM JOB

Finding a job doesn't need to be complicated follow these simple steps to landing your dream job.

SEARCHING WITH ETHICS

Our team expects that each student engage in employment opportunity searches and live recruitment events with ethics and manner. Remember to make an amazing first impression for long-term success.

View our [Quick Guide](#) to ensure you are representing yourself and the campus with the best manners to secure a job aiding to a rewarding future.

DEFINE YOUR GOALS

Before you begin to update your resume and jump into a job search, take some time to think about your short-term and long-term goals for your job search. See below some key questions to ask yourself.

- What level of responsibility can you take on in addition to your studies?

SAN DIEGO CITY COLLEGE
STUDENT TRANSFER/CAREER CENTER

Need additional help?
Contact Job Placement services for an appointment:
citytran@sdccd.edu | 619.500.2842
sdcity.edu/students/services/career-services

Student Caseload and Support

Students who have completed the intake form are updated regularly on employment opportunities **via email, a weekly newsletter, campus announcements, classroom announcement, social media, and specialty classroom presentations.**

Students are invited to speciality events like **Work-it-Wednesday hiring fairs, employment engagement opportunities** and additional workshops.

SAN DIEGO CITY COLLEGE



SAN DIEGO CITY COLLEGE TRANSFER & CAREER CENTER

GKN AEROSPACE RECRUITMENT FAIR

Over 60 positions currently open, bring your resume and a smile to help get placed in an amazing organization!

SEPTEMBER 16, 2019
10 AM - 2 PM

TRANSFER AND CAREER CENTER
A-301 | 619-388-3951 | SKNOX@SDCCD.EDU

Are you looking for a career path? We can help! Learn more about job placement opportunities in the Transfer and Career Center.

WBL & JP in Action

JOB PLACEMENT BLACK HISTORY CAREER PANEL



**BLACK EXCELLENCE
ACROSS THE
INDUSTRIES**


WEDNESDAY, FEB. 24TH AT 9:30AM-11:30AM
ZOOM MEETING ID: 930 8139 8801


SAN DIEGO CITY COLLEGE

servicenow



San Diego City College & Mesa College

Join us to learn more about ServiceNow and our Global Sales Development opportunities!

 Zoom

 April 8th, 2021 | 11:00AM PT

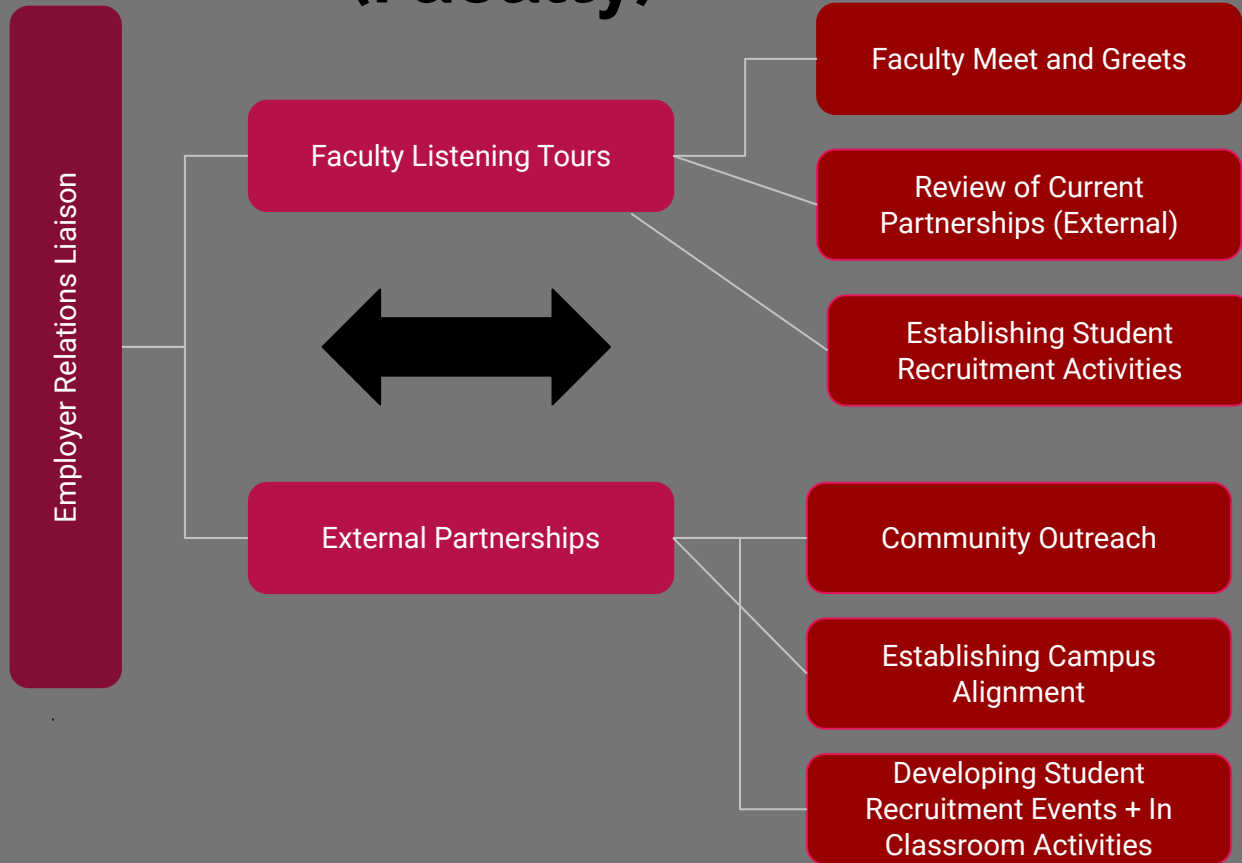
[Register Today](#)



WORK-BASED LEARNING OPPORTUNITIES

Are you interested in strengthening your listening and speaking skills for a specific career? Talk to me. Though I have already integrated projects into our course to help you build 21st century employability skills, we might be able to customize a project to your *specific* career goals or connect you with a mentor in your desired career field.


Employer Relations Liaison Process (Faculty)

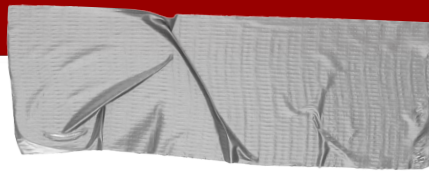


Employer Outreach

- **Handshake Data Management**
- **Hubspot**
- **Employer Target List**
- **Employer Intake Meeting**
 - **Distinguish on Campus Participation**
 - **Classroom Engagement**
 - **Recruitment Fairs**
 - **Student Participation**

SUMMARY & MOVING FORWARD

- 
- Progress we've made
 - Opportunities we have
 - Moving into 2024



Progress We've Made

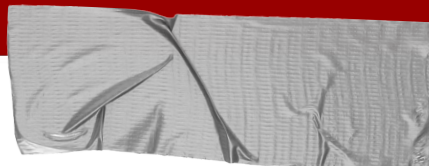
- **Met with 3 out of 7 Deans**
 - ◆ **Listening tour of CTE Department Needs**

- **Met with 4+ Faculty of CTE Programs**

- **Attended Career Education Committee Meetings**

- **Attended several advisory board meetings and continued engagement on advisory board recruitment**

- **Provided leadership to joint career fair opportunity (Mental Health)**



Moving Forward: 2024

- Continued recruitment of positions
- Development of Campus Process Map
- Establish Priority Sector Industry Partnerships and Organizations
 - ◆ Continued campus wide trainings on priority sectors and labor market information.

Questions?

Thank You!

Sasha Knox | Associate Dean, Strong Workforce

Karen Overklift | Employer Relations Liaison - City College

Business and Technology (BT-215)

619-388-4335
