

Academic and Career Development

# Unions & Clubs Guidebook for Collaboration

---



THE UNIVERSITY  
OF BRITISH COLUMBIA

Okanagan Campus

# Partnering with the Academic and Career Development Team

This workbook is a memorandum of understanding between student clubs and the services the career team will be able to support with.

Dependent on the need, there will be different avenues of engagement and support.



# Points of Contact

## **Jana Petrone - Manager, Career Development**

- Partnership collaboration proposal
- Internal outreach

## **Carly Cameron - Industry & Employer Engagement Specialist**

- Event collaboration
- Employer outreach
- Inquiries regarding proposal submissions

## **Christine Squire - Career Services Advisor**

- Career ready workshops
- Guest speaking



# Proposal Request



## What?

Form to request support from the Career department to create enhanced careers related experiences for students

## Why?

Amplify the experience with additional resources that will drive student engagement

## Who?

All student clubs and unions are welcome to submit an application



# Proposal Request



## When?

Request for support must be submitted one month prior to the event

## Form Requests can include:

- Funding
- External Outreach
- Co-hosting & Partnerships

## CareersSupportForm





# Request Details

---

## Funding

Request funding from the Career Development team to cover:

- Guest Speakers
- Venues
- Food & Refreshments
- Mentorship Cost
- Prizes & Sponsorship





# Request Details

---

# External Outreach

When connections are needed

- Judges
- Guest Speakers
- Mentors
- Coaches
- Employer Fairs





**Request  
Details**

---

# Co-hosting & Partnerships

Collaboration with the Careers Team can include, but not limited to:

- Panels
- Hackathons
- Career Fairs
- Mentorship Programs
- Networking Events





# Career Development Programs Available for all Students

## Student & Alumni Job Board

The student & alumni job board hosts hundreds of employment and volunteer opportunities both on- and off-campus, available for students and alumni with a variety of experience levels and career aspirations.

[\*\*JOB BOARD\*\*](#)



# Career Development Programs Available for all Students

## Career Connections

Curious about your career options? Join us virtually for an informal, low-pressure conversation with a prospective employer.

**Career Connections**



# Career Development Programs Available for all Students

## Connect directly with the Industry & Employer Engagement Specialist

Have an initial conversation to get connected directly with specific organizations or industries you are interested in networking with.

[Let's Meet!](#)

