

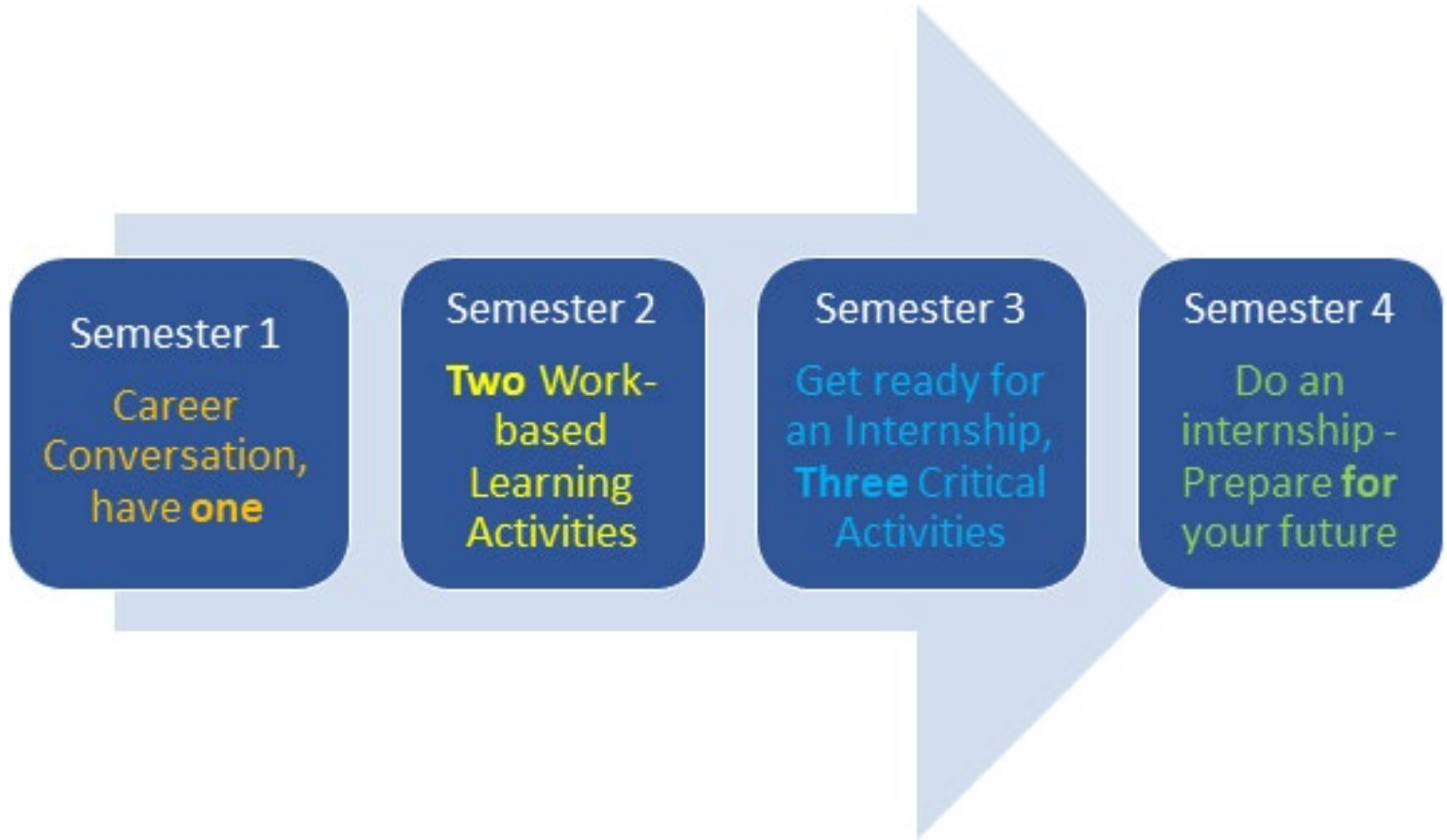
MiraCosta College Work-Based Learning,
Job Placement and Employer Engagement
Processes

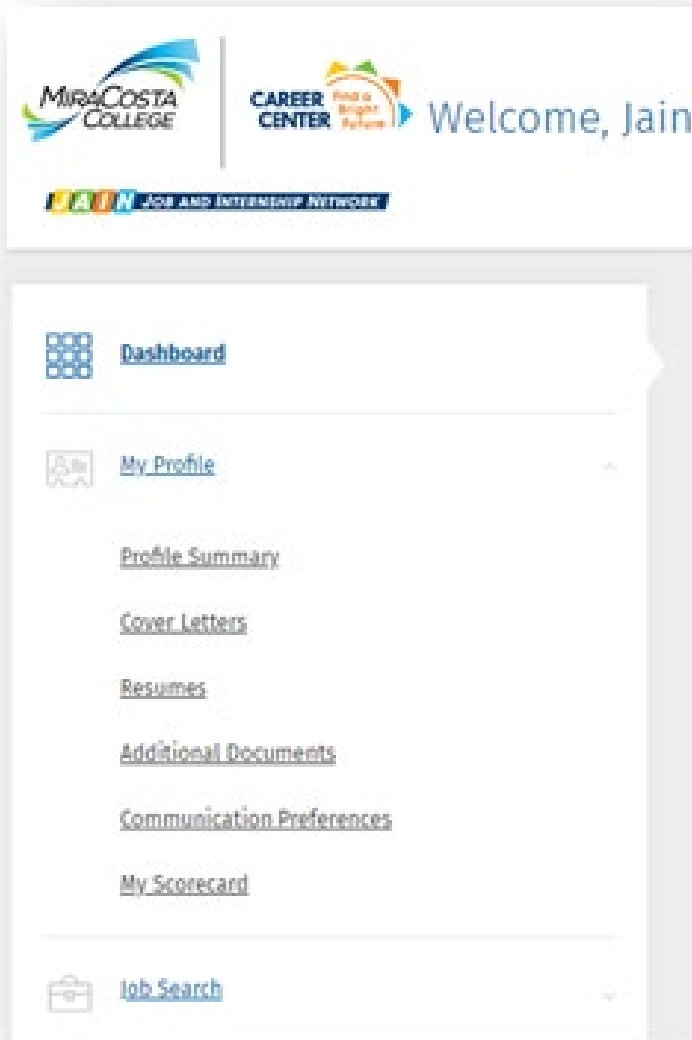
STRUCTURE

Grant Funded	District Funded
Associate Dean, Career Education	Dean, Career Education
Employment Services Program Manager	Career Center Faculty Director/ Career Studies and Services Chair
Internship and Employment Technical Specialist	Career Counselor
Associate Career Counselor (PT)	Internship Coordinator
Work-based Learning Liaisons	Student Employment Coordinator
	Career Center Coordinator
	Admin Support II (PT)
	Career Center Specialist (PT)



CAREER MILESTONES





The screenshot shows the user interface of the JAIN Job and Internship Network. At the top left is the MiraCosta College logo, and next to it is the Career Center logo with the tagline "Find a Bright Future". A "Welcome, Jain" message is displayed. Below the logos is the "JAIN JOB AND INTERNSHIP NETWORK" banner. The main navigation menu includes: Dashboard, My Profile (with sub-links for Profile Summary, Cover Letters, Resumes, Additional Documents, Communication Preferences, and My Scorecard), and Job Search.

Candidate Registration

In order to complete the registration, you must follow the steps

1

1 - 3 minutes

Enter Contact Information
You must enter your contact information.

2

5 - 10 minutes

Complete Profile
You must complete your profile information.

New Job Listings

Most Recent

US Region

Global Region



Testing Proctors

San Dieguito Union High School District

Education

Application Due: 4/16/2021

More 



Donna Davis
Faculty Director
Career Center



Nina Lovejoy
Employment Services
Program Manager



Stacey Mathis
Career Counselor



Lizette Herrera
Work-Based Learning
Liaison



Robin Allyn
Work-Based Learning
Liaison



Mike Green
Internship Coordinator



Joan Hackett
Internship Specialist



Erica Gheorghin
Internship & Employment
Technical Specialist




Taylor Tirona
Career Counselor

WORK-BASED LEARNING

WORK-BASED LEARNING

Employer Initiated

Internship Position to Fill

- Post on JAIN 
- Email relevant students
- Share with faculty

Request to network with faculty

- Faculty driven
- Place on Employer Spreadsheet for panels, in-class, etc.

Faculty Initiated

Classroom Presentation/Workshop Request

Requests for employer interaction in class

- Send to WBL Liaisons, spreadsheet
- Reach out to requested employer to build relationship

Internship Position to Fill

- Post on JAIN 
- Email relevant students

Student Initiated

Student Group Presentation/Workshop Requests

Off Campus Internships

- Help student with JAIN, resume, etc.
- Follow-up to ensure progress
- Help report and create section

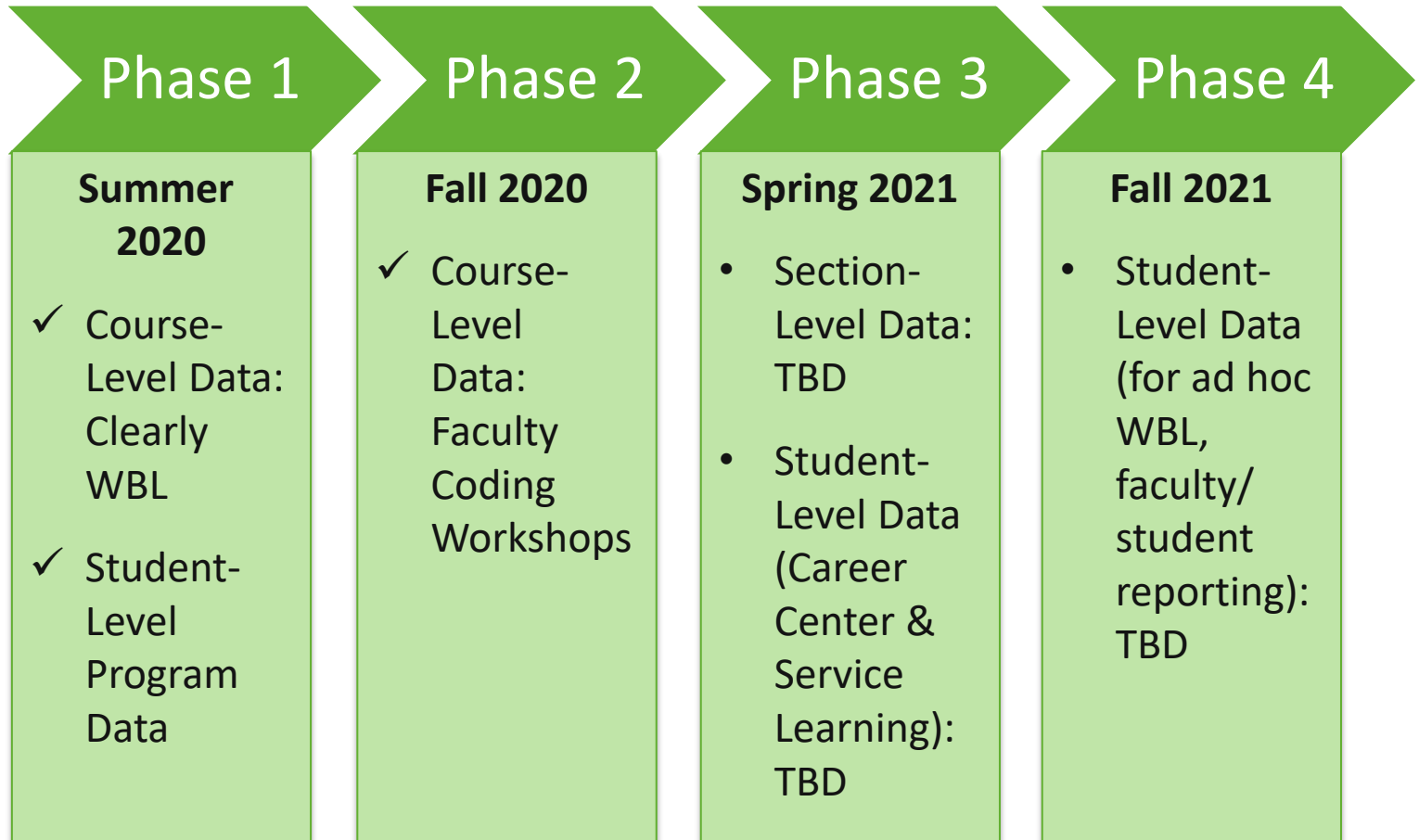
On Campus Internships "Intro"-ship

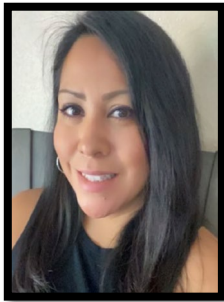
INITIATIVES & BEST PRACTICES

- **MCC Teaching in the Context of Careers CP (Communities of Practice) Professional Development Sequence** 🔄
- **Career Research Assignment** 🔄
- **Test Drive Your Career** 📅
- **Career and Major Fair** 📅 **JAIN**
- **Faculty/Department Collaborations** 📅



SG21





Viviana Rodriguez
Student Employment
Coordinator



Nina Lovejoy
Employment Services
Program Manager



Erica Gheorghin
Internship & Employment
Technical Specialist

JOB PLACEMENT

JOB PLACEMENT

Employer Initiated


Position to Fill

- Post on JAIN
- E-mail to relevant students
- Share with faculty

Faculty Initiated

Requests for Students

- Post job or internship opportunity on JAIN


Hire student worker or intern and complete  onboarding process

Student Initiated

Off Campus Jobs

- Search positions on JAIN





On Campus Jobs

- Search on JAIN for FWS and district paid positions with MCC departments
- Meet with Student Employment Coordinator for current positions 

Career Readiness

- Prep/Workshops
- One-on-one meetings

INITIATIVES & BEST PRACTICES

- **FWS Experiment** 
- **Annual Job and Internship Fair** 
- **Specialty/Discipline Fairs** 
- **Graduate Outreach Project** 
 - **Targeted/tied to Guided Pathways**
 - **Student milestones**



Nina Lovejoy
Employment Services
Program Manager



Ingrid Phillips
Career Center
Coordinator



Erica Gheorghin
Internship & Employment
Technical Specialist

EMPLOYER ENGAGEMENT

EMPLOYER ENGAGEMENT


Employer Initiated

Position to Fill 

- Post on JAIN
- Email to relevant students
- Share with faculty

On Campus Recruitment 


Faculty Initiated

Where do you want your students to ultimately work? 


- Keep those employers on regular invite lists for events, fairs, etc.

Special Requests,
Advisory Boards


Student Initiated

Research employers and positions on JAIN and apply or request Informational Interview 

Alumni Survey 

Info sessions and industry panels 

INITIATIVES & BEST PRACTICES

- **EST Weekly Huddle/ Biweekly Career Center Meeting**
- **Employer Info Sessions** †
- **Employer On-campus Recruitment** 
- **Employer/Industry Panels** †
- **Proactive Partnerships** †



CONTACT

Please reach out with any questions:

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