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Questions for Council for IWU Women Members for Table Talks/ Speed Coaching, March 26, 2010

Illinois Wesleyan University

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Questions for Council for IWU Women Members for Table Talks/Speed Career Coaching

Friday, March 26 10:45-12:00

Career Path Questions

- How long have you been in the work force?
- What do you like most/least about your job? Why?
- How many different jobs have you held in your career?
- Did you know what you wanted to do when you graduated?
- If you have switched jobs, what was your thought process on making the switch? Any certain criteria? Wage, Work, Benefits, etc?
- What classes/internships/activities best prepared you for your career?
- How long should you have a job prior to making a decision to leave?
- What have you learned in the search for you career path?

Interviewing Skills Questions

- What is your biggest pet peeve when interviewing someone?
- What is your favorite question to ask when interviewing someone?
- What are 3 things you look for in a new hire?
- Tips on handling the multiple interview process. (Stories, comments)
- Does your organization use behavior based interviewing questions? How can I best prepare for these?
- Interviewing for jobs you don't really want. (Stories, comments)

Shannon O'Rourke can't be with us in March but volunteered to work on this or other things she could do at a distance. Celeste is up to her eyebrows in Campaign for IWU work so she will not be a reader, but she will be happy to help announce the winners on the Saturday of the Summit.

- We have a series of questions for the application including:
 - Name
 - Class/Year/Major
 - Email Address
 - Phone Number
 - Please describe the community and/or campus involvement that you have participated in as a student.
 - What has been the most valuable thing you have learned from your involvement on campus and in your community?
 - How have you positively affected the lives of a woman or women around you?
 - It was suggested we add that folks might include their resume.
- Darcy has suggested that we get this information out right away as students will be out from March 12-22 on Spring Break. So, we want to get this out to folks. Darcy and Lora, we will count on you to complete the application and get it out far and wide with a due date that allows folks time to complete it before Spring break. The committee will then read it and make decisions. Celeste will help Lora know about prior selection processes.
- Thanks to everyone who provided great feedback. Your questions have been added and or have led to the modification of the list of questions that appears above. While I don't have that "new and improved form," I did just talk to Darcy and she indicates that she and Lora just met and it is ready to go! If you have any questions, feel free to ask them of Lora Wey at lwey@iwu.edu and Darcy Greder (dgreder@iwu.edu).
- Presentation of the scholarships will occur in the luncheon on Saturday. Lora and Barb and members of the selection committee will determine the best way to work on this.

3. Scholarship to NCCWSL

We decided to see if we might partner with the Student Senate on the National Conference for College Women Student Leaders Scholarship. We want to offer this to all women but particularly target sophomores so there is a return on the investment. Darcy did talk with the Sophomore Council about this plan of action. Lora and Darcy talked about engaging the same scholarship committee in choosing the winner of this award. We will provide registration for the conference and air transport for this event.

4. Summit on Saturday

Sessions and Starting (9:00 check in)

- We will be checking in folks at 9:00 so on the registration form you will see that you are invited to indicate that you will help set up check in at 8:30. Carole Liske has agreed to be the point person on this.
- 9:00 we'll check in students
- 9:00-9:15 we'll have the whole group together. We'll do a quick introduction of the Council for IWU Women and then Claudia Brogan will do an energizer that engages all.
- 9:15-10:15 we will talk about Social Networking with the whole group. This session is being planned by Tracy W, Molly R, Debra Burt-Frazier and Loreene and Sara N-F. Do you all feel like you have a plan? If you can share with us at the next conference call, that would be great.
- 10:30-11:20 will be the presentation of two sessions. The two sessions are:
 - Young Alumni Panel (Abby Sullivan, Molly McLay, Sara N-F, Abby Csanda)
 - Financial Literacy (Lisa Dieter)
- 11:30-12:20 will be the repeat of the two sessions (we will pre-assign folks to either attend the session A or B in block one and/or two). We'll ask our good friends working on these sessions to fill us in on their plans and/or needs for the session in our next conference call.
- 12:30 Network in a Cocktail setting in the Turfler Room
- 1:00 Lunch in the Joslin Atrium

5. Lunch

- We will include an etiquette portion of our lunch. Elly has secured Kim Bolin from State Farm Human Resources that will interject etiquette into the actual luncheon service. I will offer a very rough script of the luncheon below.
- We will work a cocktail party in the Turfler Room prior to the lunch. Tracy W and all, do you have a plan for this portion of the event?
- We will work at the luncheon to make sure that Council women are hosts at every table. We'll make sure that folks get introduced to each other.
- We will feature the speech of Stacey Jones McClenathan '92 as our luncheon speaker.
- The suggested timeline is as follows (Please feel free to criticize/edit):
 - 1:00 people join for lunch
 - 1:05 Marsha welcomes and briefly introduces the Council for IWU Women
 - 1:10 Kim Bolin gives first segment on Etiquette until 1:17
 - 1:17 Introductions around the table and eat
 - 1:40 Kim Bolin gives second segment on Etiquette until 1:47
 - 1:50-2:00 Keep eating
 - 2:00 Introduce speaker

- 2:03 Speaker – Stacy Jones McClenathan
- 2:25 Thank speaker and let Kim Bolin do final Etiquette interjection until 2:32
- 2:35 Scholarship Committee Introduces the process and recipients of the awards
- 2:55 Thank folks for coming, thanks folks who contributed to the success of the weekend, invite folks to take their gifts
- 3:00 Event concludes

MARKETING

We need to work on creative ways to get students to the event. Facebook groups are one idea and we have a link to the Facebook page for the Council for IWU Women. Darcy has already sent “save the date notices.” Darcy is our main person on this....but we could sure use some other creative folks on this as well, including our friends in the Career Center, folks that are on the faculty and staff and other student groups. Will you all put on your thinking caps and at our next conference call we’ll talk about our “outreach and marketing campaign?”

Connie has ordered a great gift for the luncheon (it is so good to have her back in the office!).

Where would we be without Ann and Darcy and so many of our good souls that make it happen on the campus!

Don’t forget to fill out the registration form that follows.