CAREER COACH WORKSHOP
on Skills Enhancement and Building Relationships

PROGRAM
August 22-23, 2013 • Denver Marriott City Center for the Consortium for Healthcare Education Online
MESSAGE FROM THE PROJECT DIRECTOR

I am delighted to welcome you to our beautiful state, Colorado. During the life of this grant, I hope you will have an opportunity to enjoy at least a few of the many outdoor adventures Colorado has to offer. From rafting to fly fishing to hiking some of the world’s most beautiful trails, you will find it here.

The Consortium for Healthcare Education Online (CHEO) is an important project that speaks to two dire needs this country is currently facing: increasing earning potential and decreasing unemployment rates. Today’s global economy requires education to reframe how we think about learning and student needs. I am humbled to be working within a project whose goal is to provide quality educational opportunities in ways that are best for this nation’s displaced workers, hardworking Americans whose lives have been directly and adversely affected by outsourcing.

The CHEO dollars will pave the way for many of our young veterans who are returning home from serving their country by providing options and hope. We seek to honor prior learning and offer direction for underwaged earners. Across our five-state consortium, we will reach out to those living in rural areas and create large communities of learners.

The career-coaching component is one of the most important pieces of this grant’s design. Much of this project’s success is based upon the work you and your colleagues in this field will provide. By connecting students to education and employment opportunities, you will have the distinct honor of affecting lives in ways many Americans will only be able to read about in the media.

I enthusiastically welcome you to this week’s workshop, where we will investigate best practices in career coaching and its impact on student engagement and retention. Hand-chosen experts will share specific tools and new learning, helping you and your students successfully navigate online and allied healthcare training options. It is my hope that you will leave here inspired by the rich discussion and collaboration and with a sense of renewal and increased energy for what will surely be a fast-paced three years.

So happy to have you here!

Warmly,

Maria Fieth
TAACCCT round two CHEO project director
Overview

Eight institutions are participating in the CHEO initiative: Alaska’s Kodiak College, University of Alaska; Colorado Community College System’s Pueblo Community College, Otero Junior College, and Red Rocks Community College; Great Falls College, Montana State University, as well as Montana’s Flathead Valley Community College; South Dakota’s Lake Area Technical Institute; and Wyoming’s Laramie County Community College. Each institution has hired a career coach to work with students enrolled in allied health certificate and degree programs. Students often are working adults pursuing academic credentials. Many of the courses in these programs lattice, so that students can more easily change their area of focus to a different allied health program and be able to apply prior learning.

Each career coach brings unique skills, talents, and advising experiences to their position, including knowledge in the allied health field, awareness of retention strategies, work with at-risk populations, and assessment and career-planning skills.

This workshop provides attendees with an opportunity to share information about each institution’s allied health programs and how each might provide scaffolding opportunities for the students served; and to gain additional knowledge to enhance their skills as they participate in interactive working sessions.

Workshop Objectives

By the end of this workshop, you will have an opportunity to:

- Gain knowledge about the connection between each institution’s allied health programs, so that students can be directed into programs that most closely align with their interests and abilities.
- Understand the role each career coach plays in the project evaluation process through data collection; and how the information captured can be beneficial to the students served, as well as to the grant assessment team.
- Explore the capabilities that will be available when the allied health career hub is completed.
- Learn how assessments can be a key component when coaching students in their career-planning efforts.
- Experience a social media tool firsthand, and see how social media tools can be used for professional development and connecting with students.
- Develop a plan to reach out to workforce and industry partners and to identify best practices through shared experiences.
- Learn how the North American Network of Science Labs Online (NANSLO) project’s remote web-based lab experiments work.
- Understand the importance of connecting with faculty and the role faculty play in helping students with career planning.

Workshop Coordinators

Sue Schmidt, project coordinator, NANSLO/CHEO, Western Interstate Commission for Higher Education (WICHE): sschmidt@wiche.edu; and

Pat Shea, director, Western Alliance of Community College Academic Leaders, Internet Course Exchange, and Western Academic Leadership Forum, WICHE: pshea@wiche.edu
## Workshop Agenda

**Thursday, August 22**  
**Denver Marriott City Center**

<table>
<thead>
<tr>
<th>Time</th>
<th>Session</th>
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<tr>
<td>8:30 – 9:00 am</td>
<td><strong>Welcome, Introductions, and Goals for the Day</strong></td>
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<td><em>Speakers:</em></td>
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<td>Maria Fieth, CHEO project director</td>
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<td>Sue Schmidt, NANSLO/CHEO project coordinator, WICHE</td>
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<td>9:00 – 9:45 am</td>
<td><strong>Open Discussion on Programs and Scaffolding</strong></td>
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<td>Open discussion among the career coaches regarding the programs they are representing and how these programs might scaffold within their own institutions and among all institutions participating in the CHEO grant.</td>
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<td><em>Facilitators:</em></td>
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<td>Maria Fieth</td>
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<td>Sue Schmidt</td>
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<td>9:45 – 10:00 am</td>
<td><strong>Break</strong></td>
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<td>10:00 – 11:00 am</td>
<td><strong>Building a Student Case File</strong></td>
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<td>This session will discuss an important resource allowing career coaches to capture and organize all needed student notes and data. This stitch-in tool also serves to collect data that meets reporting requirements. This will be a great opportunity for each coach to utilize a useful, efficient, and accurate system that allows for a balance of superb coaching and thorough data collection. We will also discuss the connection between you, the grant assessment team, and Rutgers.</td>
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<td><em>Speakers:</em></td>
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<td>Jeremy Mares, CHEO data analyst/coordinator</td>
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<td>Heather McKay, director, innovative training and workforce development evaluation research and programs, School of Management and Labor Relations, Rutgers University</td>
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<td>John West, CHEO career coach, Pueblo Community College</td>
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<td>11:00 am – 12:00 noon</td>
<td><strong>The Allied Health Career Hub Design and Working Session</strong></td>
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<td>The Allied Health career hub will be a valuable resource in accessing information and tools that will help you in your career-coaching role as you assist students move from working toward their education goals to securing employment. The first part of this session will</td>
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provide you with a view of the possibilities for this hub. The working session will leverage your knowledge and experience to guide us in developing a hub that best meets the needs of you and your students.

Speaker:
Julia Pirnack, director of web and curriculum development, 
College in Colorado

12:00 noon – 1:00 pm Lunch

1:00 – 4:30 pm Using Your Natural Abilities in Making Career Choices
Experience first-hand how assessment tools can help students make the right career choices when you are coaching them. The presentation will be geared to the allied health field, covering the seven critical career factors and innate abilities defined in the Highlands Ability Battery assessment tool and examining how these abilities and aptitudes relate to the success of students going into healthcare fields. You will be given an opportunity prior to the workshop to take the Highlands Ability Battery, often used in career coaching, to identify your natural abilities and aptitudes and will receive a report of the results. Self-discovery is often helpful in guiding others on their journeys. Use the knowledge gained through your own experience and the aptitudes and abilities discussed in this workshop to help you guide others in their career planning.

Speaker:
Art Scibelli, TAACCCT/COETC (Trade Adjustment Assistance Community College and Career Training/Colorado Online Energy Training Consortium) career coach for integrated energy program, West Garfield campus, Colorado Mountain College, Rifle

4:30 – 4:45 pm Wrap up and Q&A
Goals for the Day and Q&A

Speaker:
Sue Schmidt

Social media – A tool for communication and networking

Problem: Professionals generally lack the ability to separate themselves from the pack and fail to use all the tools at their disposal, most importantly those defined as social media.

Action: Social media is an engine for communication yet is mistakenly considered by many to be frivolous. Use social media as a way to gain knowledge, make connections, and differentiate yourself.

Resolution: Greater knowledge, a larger network, and an ability to interact with those in the network in a fruitful way will lead to career preparedness, growth, and advancement in your healthcare field.

Speaker:
Matt Wade, entrepreneur and owner, Gameplan

Working Group Session

Bring your laptop or tablet, as you will participate in interactive exercises that will increase your awareness of the power of social media – namely, LinkedIn, Facebook, and Twitter. (If you have yet to do so, please create an account in each of these three programs prior to arrival at the workshop. This will assist in maximizing your workshop time.)

Facilitator:
Matt Wade

Creating Effective Strategic Partnerships with Workforce and Industry

Creating strategic partnerships with your local workforce center and industry partners is key to helping students find employment after completing their program. Learn some methods to help forge those relationships.

Speaker:
Eileen McGaughey, TAACCCT/COETC career coach/senior advisor, Aims Community College
12:00 noon – 1:00 pm  Lunch

1:00 – 1:30 pm  Working group session
Here is your opportunity to generate recommendations on strategies to use at your respective institutions to reach out to workforce and industry and identify best practices in connecting with these groups.

Facilitator:
Eileen McGaughey

1:30 – 2:15 pm  NANSLO Overview
Remote web-based science experiments allow students to complete experiments in real time, collect actual data, and build experience in controlling equipment remotely. Learn how NANSLO experiments in chemistry and biology are conducted through a web-based software interface any place where students have access to the Internet and how these experiments complement lab packs and simulations.

Speaker:
Dan Branan, NANSLO lab director, Colorado Community College System

2:15 – 2:30 pm  Break

2:30 – 3:00 pm  Completing the Circle, A Faculty’s Perspective on Coaching
Faculty often form connections with industry and assist in coaching their students. The speaker will provide insights on how she has coached nontraditional students who are facing the challenges and opportunities of shifting perspectives and values in alignment with new professions. She has mentored them through their fears and perceived barriers to reach their professional goals in healthcare.

Speaker:
Lisa Sleeth, adjunct faculty, nursing program, Colorado Mountain College, and critical care/trauma staff RN, Denver Health Medical Center

3:00 – 3:15 pm  Workshop Reflections

3:15 pm  Adjourn
Dan Branan is the North American Network of Science Labs Online (NANSLO) project manager at the Colorado Community College System. He provides leadership and coordination for the many subject-area teams working on projects. Previously, he served at the U.S. Air Force Academy as an assistant professor of chemistry, codirector of the Center for Research on Learning and Teaching, and research director for the Institute for Information Technology Applications. Branan received his B.S. in chemistry from the University of South Alabama, his M.S. in inorganic chemistry from the Ohio State University, and his Ph.D. in analytical chemistry from the University of Denver.

Maria Fieth is project director for the Consortium for Healthcare Education Online (CHEO). Her previous position as project manager for a federally funded Safe Schools/Healthy Students Initiative provides a strong backdrop for the U.S. Department of Labor’s Trade Adjustment Assistance Community College and Career Training round two CHEO grant work. In 2010 her work as project manager received national recognition from Kevin Jennings, U.S. Department of Education. Her work was recently honored by Auburn University with a national award in building exemplary schools and community partnerships. Earlier in her career, Fieth was the key administrator in the start-up of a grant-funded, nontraditional learning environment. She and her husband own a small educational consulting business, and for 10 years Fieth has worked with school districts across Colorado, providing guidance for building and sustaining healthy learning environments. She holds a master’s degree in English and education, an additional master’s degree in psychodynamic counseling, and numerous certifications in leadership and learning.

Jeremy Mares is the data analyst/coordinator for the Consortium for Healthcare Education Online (CHEO). He coordinates the data collection and reporting efforts for data submitted by the eight institutions participating in the CHEO project. Also, Mares performs institutional research analysis for Pueblo Community College. In this role Mares creates ad hoc tools for data analysis, including benchmark dashboards, career coach tracking tools, and survey instruments. He is working with Heather McKay from Rutgers University in designing an electronic student case file for use by the career coaches. Prior to coming to Colorado, he filled an institutional research role at Amarillo College, analyzing student data and providing detailed program data to internal stakeholders as well as to adjuncts teaching face-to-face classes. Mares received an M.A. in psychology from West Texas A&M University with an emphasis in psycho-educational assessment and research.

Eileen McGaughey is the TAACCCT/COETC career coach/senior advisor at Aims Community College. As a career coach and advisor, McGaughey brings an additional layer of “real life” workforce development education experience, including skills in assisting students in taking their next steps in their program of study and enabling them to become successful in their academic life and life after school with achievement of their academic and career goals. McGaughey also provides information on workforce centers, navigation of their resources, and training and employment programs. Previously, McGaughey worked for Larimer County Workforce Center as a career counselor. She brings to the career coach role over 10 years’ of experience in advising, career counseling, and case management within a workforce center.
Heather A. McKay is the director of innovative training and workforce development evaluation research and programs at the School of Management and Labor Relations, Rutgers University. In this capacity McKay conducts research and evaluations and provides technical assistance on state and federal workforce development and education systems and policies. McKay’s research interests include workforce development, college completion, workplace literacy, and innovative and technology-based training programs. She also specializes in evaluating education and workforce development programs.

Julia Pirnack has worked with College in Colorado since 2005. As director of web and curriculum development, Pirnack provides oversight for the design and development of CollegeInColorado.org and its related curriculum, as well as managing training to educators statewide. Pirnack served as the mayor for the city of Longmont from 2001 to 2007. Before working with College in Colorado, Pirnack’s career spanned small business, large for-profit organizations, and a national nonprofit in agriculture, which she served as its executive vice president. Pirnack is a Colorado native. She holds a bachelor of science degree in business administration and a master’s degree in public administration, both from the University of Colorado.

Lisa Sleeth is an adjunct faculty member in the Colorado Mountain College Nursing Program and critical care/trauma staff RN at Denver Health Medical Center in Denver, where she provides high technology critical care and mentoring for new nurses in the critical care/trauma specialty. Sleeth has provided training and certification in advanced cardiac life support for E.M.T.s and M.D.s; established a new hospitalist medical service at Vail Valley Medical Center; and created an educational initiative to exchange critical care staff between Vail Valley Medical Center and Denver Health. Previously, she participated in medical relief efforts on five continents. Sleeth holds a bachelor of science degree in business administration and a master’s degree in public administration, both from the University of Colorado.

Susan Schmidt is the NANSLO/CHEO project coordinator for WICHE. Schmidt provides professional development opportunities for science faculty who are creating remote lab experiences utilizing the NANSLO lab and its resources and career coaches. Schmidt also facilitates communication between members of discipline panels and career coaches to share best practices and project updates. Previously, Schmidt worked for Colorado Mountain College, first as its Blackboard administrator/trainer and then as an instructional chair. In the latter role, she programmed classes and worked with faculty in allied health and other discipline areas. Schmidt holds a M.A. Ed. from George Washington University with a focus in educational technology leadership.

Art Scibelli serves as the career coach within the integrated energy program at the West Garfield campus of Colorado Mountain College in Rifle. Career development is a second career for Scibelli, who previously worked in local government positions involving town management, economic development, and downtown revitalization for 20 years. As such, he knows the world of work firsthand from multiple perspectives. Scibelli is a firm believer that although people have a good sense of who
they are, guidance in the process of self-discovery can lead to areas of strength. Once identified, it is these areas of strength that have the potential, when applied, to lead to career satisfaction. Scibelli has master’s degrees in public administration and education. He is certified to implement career assessments in the areas of aptitude, personality, and occupational interest and is credentialed as a global career development facilitator.

**Patricia (Pat) Shea** directs three membership-based academic leadership and innovation organizations for WICHE: the WICHE Internet Course Exchange, the Western Academic Leadership Forum, and the Western Alliance of Community College Academic Leaders. In addition, she directs WICHE’s involvement in three regional collaborative projects: the North American Network of Science Labs Online, the Consortium for Healthcare Education Online, and the Interstate Passport Initiative. Prior to serving in this position, Shea served as the assistant director of WCET, also based at WICHE. Before joining WICHE in 1996, Shea held several positions in Alexandria, VA, including manager for special projects, Technology Division, the National School Boards Association; director for information services, the Association of Telemessaging Services International; and executive director, the Alexandria Bar Association. She holds an M.A. in educational administration and supervision from George Mason University.

**Matthew Wade** is a proven entrepreneur with 19 years experience in web-based solutions, 13 of which have been focused on inventing and building solutions that increase student retention and improve graduation rates within higher education. He is currently stewarding his second business in the educational technology space. His current company, Gameplan, is changing the paradigm in the way students plan curriculum and career. He is recognized within education circles as standing at the vanguard of the progressive technological movement. A highly skilled presenter and relationship developer with an expert knowledge of the nuances of social media branding and marketing, Wade considers effective written communication to be of paramount importance in achieving one’s career goals.

**John West** is the career coach for Pueblo Community College. West has been working in the field of career counseling and coaching for roughly 13 years. He is a licensed professional counselor, holds a master’s degree in community counseling, and is a nationally certified counselor. He has served as a career coach, campus academic chair of social sciences, director of admissions, K-12 private school principal, and professional mental health therapist. He is currently pursuing his Ph.D. in educational leadership, research, and policy from the University of Colorado at Colorado Springs and has selected the field of emotional intelligence for his area of research.
CHEO Consortium Partners

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