Career development, for most people, is a lifelong process of engaging the work world through choosing among employment opportunities made available to them. Each individual undertaking the process is influenced by many factors, including where they live, their personal aptitudes, and educational attainment.

A major turning point in adolescents’ lives involves the career choice that they make while in high school. Frequently, it is viewed by family and community as a mere start to workplace readiness; however, this decision plays a major role in establishing youth in a career path that opens as well as closes opportunities.

Major influencers of young adult’s career choices emerge from the interrelated nature of student perceptions highlighted by the importance of family and community play in shaping young adult’s career choices. Today’s economy demands a better educated workforce than ever before, and jobs in this new economy require more complex knowledge and skills than the jobs of the past. It is a myth that the economy lacks jobs for young people to fill, rather that the economy has created a wealth of new jobs that require workers with appropriate education and training. Career and Technical Education (CTE) is an educational strategy for providing young people with the academic, technical, and employability skills and knowledge to pursue postsecondary training or higher education and enter a career field prepared for ongoing learning. CTE offers academically rigorous, integrated and sequenced programs of study. MACC offers a variety of degrees and certifications through CTE. Research of CTE programs and pathways show that these programs reduce dropout rates, encourage participation in postsecondary education and enable students to earn industry-endorsed certificates, technical endorsements and top paying salaries.


Associate of Applied Science Degrees in Business Administration, Business Office Administration, Computer Information Technology - Networking or Programming, Early Childhood, Engineering Design & Development - Architectural & Mechanical Design or Machine Tool, Engineering Systems – Mechatronics or Maintenance, Welding & Metals Technology, Law Enforcement Training, Fire Academy Training, Heavy Highway Construction Training; Health Programs including: Associate Degree in Nursing (ADN), Virtual Accelerated ADN, Practical Nursing, Medical Laboratory Technician (MLT), Occupational Therapy Assistant (OTA), Certified Nursing Assistant (CNA), Certified Medication Technician (CMT), Emergency Medical Technician (EMT), Phlebotomy Training, First Aid/CPR/AED; Certificates in Architectural & Mechanical Design, Accounting, Business Office Administration, Computer Information Technology - Networking, and Programming, Early Childhood Education, Maintenance, Mechatronics, Marketing/Management, and Welding & Metals Technology; Certificates of Specialization in Architectural & Mechanical Design, Computer Support Specialist, Early Learning Assistant, Networking, Systems Administration, and Web Development. For more detailed information, go to our website at http://www.macc.edu/programs/degree-programs
Relationships and Communication Are Key
Relationships and communication are the key to success. It is vital to have a healthy relationship with faculty, staff and administration. Make a point to get to know those in the Career & Technical Education Department in which you are focused: Law Enforcement Training Center, Allied Health, Business Administration, Business Office Administration, Mechatronics, Engineering Design & Development, Architecture & Mechanical Design, Welding & Metals Technology, Computer Information Technology, or Early Childhood Education. Faculty, staff and administration are first and foremost focused on student success. They support students emotionally and academically. The next important group to build a relationship with are those in the industry of your career focus. Local business owners and employers serve on the college advisory boards and also help with job shadowing/internship experiences as well as provide funds for scholarships. It is never too early to network!

Communication is just as important as relationships. Communication strategies have evolved. It is still very important to be prepared for face-to-face, however, it is now very important to include web, mobile and cloud-based options which also opens up to social media and video.

Communication skills are important to everyone - they are how we give and receive information and convey our ideas and opinions with those around us. Communication comes in many forms: verbal (sounds, language, and tone of voice), aural (listening and hearing), non-verbal (facial expressions, body language, and posture), written (journals, emails, blogs, and text messages), and visual (signs, symbols, and pictures). It is important to develop a variety of skills for both communicating TO others and learning how to interpret the information received FROM others. Knowing our audience and understanding how they need to receive information is equally important as knowing ourselves. To an employer, good communication skills are essential. In fact, employers consistently rank good communication skills at the top of the list for potential employees.

What are Soft Skills? The phrase ‘soft skills’ is often used to describe the skills which characterize relationships with other people, or which are about how you approach life and work. Others phrases that are often used for these types of skills include: ‘people skills’, ‘interpersonal skills’, ‘social skills’ or ‘transferable skills’. ‘Hard skills’, by contrast, is a phrase usually used to describe job-specific skills. Examples of such skills include professional skills like bricklaying or accountancy, medical expertise such as diagnosis and treatment, or other skills that can be taught and whose presence is testable through exams. Job-related expertise is essential in any profession and in many other careers. However, over the last twenty to thirty years, understanding has grown that perhaps the soft skills may ultimately be more important in determining levels of success. That is, the hard skills are a basic minimum necessary in order to operate in that particular workplace. Whether or not you are successful in your career may depend on how you relate to other people and to work: the so-called soft skills.

COMMUNICATION TOOLS

Web Based
Technologies like VoIP (Voice over IP) are reducing the need for traditional phones while WebRTC (Web Real Time Communications) enables video conferencing from different places around the world using standard browsers and applications. Considering the easy implementation of WebRTC which allows audio, video and data sharing directly from a browser, there will be less of a need to maintain conventional communication infrastructures.

Mobile
The benefits of mobile devices are seen in the applications that they run. Say for example, internal business announcements are often made on social intranets and social media as the organization continues to apply new technologies for communication which are readily accessible using mobile and smart devices. Many collaboration platforms and productivity applications are supporting this shift towards remote working by enabling their workforce to conduct business everywhere as long as they have good Internet access. These tools provide employees access to business data and CRM platforms through their smart mobile devices.

Cloud Based
The ever-increasing use of mobile devices provides an opportunity for many cloud-based communication solutions. Many businesses are already taking advantage of cloud technologies because of easy implementation and reduced cost. Hosted real-time communication provides an enhanced business communication solution as compared to on-site systems. Integrating cloud technology with an existing CRM can provide customer representatives, office executives or anyone with permitted access to a central place to view and use client data and manage customer relations. And because of this, the level of customer service will be enhanced while improving efficiency within the organization. It also allows employees to log into the backend systems on any device even if the company issued device is not accessible at the time.

https://www.elcomcms.com/resources/blog/communication-tools-used-in-modern-day-business
3M Company in Columbia, MO is currently seeking an administrative assistant for the HR Department. This position will be Monday-Friday and could be part time or full time depending on the candidate's availability. This position will be hired through a contingent workforce agency onsite at 3M for 12 months. This position is a great opportunity for someone interested in Human Resources. 3M Columbia is projected to hire 50+ production employees in 2017. This position will assist with recruiting, new hire orientation and other HR related processes. Would you be able to connect us with interested students/alumni in your organization? Resumes can be e-mailed directly to me at aotis@mmm.com.

Alicia Otis | HR Coordinator
3M Electronics Materials Solutions Division
3M Columbia, 5400 Route B | Columbia, Mo. 65205
Office: 573 886 1962 | Fax: 573 886 1014 | www.3M.com

The City of Mexico is accepting applications for a Seasonal Wastewater Utility Maintenance I position until April 6th at 5:00PM. Starting hourly rate is $13.63-$15.00. This position involves the operation and maintenance of wastewater treatment facilities, lift stations, and associated collection systems owned by the City of Mexico. Position will require outdoor activity. Someone with an environmental science, civil engineering or technology emphasis is preferred but not required and be at least 18 years of age. Job descriptions and applications are available on our website www.mexicomissouri.net or at City of Mexico, Administrative Services Department, Second Floor, 300 North Coal, Mexico, MO 65265 AA/EOE/ E-Verify/Tobacco free workplace.

ARRIS Pizza in Columbia Is Now Hiring Kitchen & Serving Staff and Hostesses
We are looking for motivated, enthusiastic people who enjoy a fast-paced team environment to work full or part time, day or evening
Please apply in person at Arris' Pizza, 1020 E. Green Meadows (next door to Kohl's) Our compensation is very competitive

Interior Designer /Salesperson
Busenbark Flooring & Granite is a local, family run business since 1934. We are currently hiring Interior Designers/Salespeople at our Columbia location. If you have good communication skills, basic math skills, and a drive to succeed, we want to hear from you! Starting salary plus commission and benefits. Full time position. Please send your resume to Traci Best at youcanbethebest0@gmail.com.

Design position. Mostly print, but could include some web/email work. Know of any talented students that are looking for full time work? Pay is somewhere around $13/hour. Please contact:
Erin White, Promotions & Media Design Specialist
Orscheln Farm & Home
660.269.3544
ewhite@orscheln.com
www.facebook.com/orschelnfarmandhome | Twitter: @orschelnfmandhm

These and many more job openings are posted in our Career Center Student Commons as well as online at College Central Network!

Check out College Central Network at www.collegecentral.com/macc
This web site sports half a million job postings geared for college students and new graduates and hundreds of articles to assist you with a successful job search. You can also post resumes and portfolios & search for internships.
SPRING 2017 SCHOLARSHIPS

Displaced Homemaker Fee Waiver
(pictured left to right)
Jacqueline Hostetler, ADN and DayNeisha Shivers, AADN
Presented by Dr. Jeff Lashley

VFW Auxiliary 2654/Moberly Scholarships
Allison Zike, PN (left)
Presented by Elaine Avery (center)
Emily Moore, AA Social Behavior (right)

Family & Community Education Scholarships
(pictured left to right)
Kayla Scrogan, PN and Jennifer Sportsman, AAS
Computer Information Technology-Networking
Presented by Bonnie Kisor

Allison Zike, PN (left)
Presented by Elaine Avery (center)
Emily Moore, AA Social Behavior (right)

Ruth Lawrence Memorial Scholarships
Brittney Rice, AAS Early Childhood Education (center)
Pictured with (from left to right) Melva Dean Lipsey,
presented by Rebecca Myers,
and also pictured Nita and Tracey Enochs
Not pictured, Md. Mostafa Shafique

Huntsville Business Women Scholarship
(pictured left to right)
Sheri Doll, AA Social Behavior
Presented by Fannie Lou Wilhite

Beta Sigma Phi Scholarship
(pictured left to right)
Bethany Bucholtz, presented by Ronda Blakely

Kimberlee Enochs Keithley Scholarship
(pictured left to right)
Presented by Tracey Enochs
Megan Grafelman, PN
Also pictured Nita Enochs

MACC Institutional Scholarships
(pictured left to right)
Christine Coffman, PN and Brittany Donahue, PN
Presented by Dr. Jeff Lashley
Not pictured: Daniel Hourchi and Megan Ryan
SPRING 2017 SCHOLARSHIPS, Continued

PEO KJ Chapter Scholarship
(from left to right) Presented by Suzanna Freeman to Crystal Palmer, ADN

MACC Institutional Scholarship
(from left to right) Presented by Sonda Stuart to Daniel Hourchi, ADN

Minervini Memorial Scholarship
(Not Pictured) Presented to Amanda Francis, Pre-ADN by Patricia Riely

Carolee Hazlet Scholarship
(Not Pictured) Presented to Hanna Wellman, AAS Computer Information Technology-Programming by Carolee Hazlet

New Traditions Advisory Committee Scholarship
Presented to Amy Dale, AAS Mechatronics by Advisory Committee Member, Sonda Stuart

UPCOMING EVENTS

Priority Enrollment for SU17 & FA17: Monday, April 3, 2017
Faculty PD/No Classes: Thursday, April 13, 2017
Easter Holiday/No Classes: Friday, April 14, 2017
MLT Application Deadline: Friday, April 7, 2017
Open Enrollment for SU17 & FA17: Monday, April 17, 2017
Last Day to Drop Classes for SP17: Thursday, April 27, 2017
Spring Semester Finals: May 15-18, 2017
MACC Graduation: Friday, May 19, 2017
Deadline: for PN Application: Thursday, June 1, 2017
FA17 Classes Begin: Monday, August 21, 2017

COLLEGE, CAREER & HEALTH FAIR

WEDNESDAY, OCTOBER 18, 2017
MOBERLY CAMPUS LOCATION—ACTIVITY CENTER
101 COLLEGE AVENUE
MOBERLY, MO 65270
11 AM to 4 PM
RED CROSS BLOOD DRIVE @ 10 AM
http://www.macc.edu/careerfair