

Professionals Program



Critical Thinking

Learning Objectives

• Demonstrate critical thinking skills by participating in an experience, analyzing an experience, and explaining the student's findings.

Critical Thinking Core Requirements:

- □ Participate in a leadership speaker series
 - Write a short reflection of what you thought was most useful
 - Complete the Speaker Series survey
- □ Write a career analysis talking about the subjects below. Essay will be a 1 page, 12 pt. font and double spaced:
 - A work-related problem that you used critical thinking to solve and overcome
 - Diversity (*Hint*: how does diversity affect your workplace?)
 - How will your field of work change in the future? How will you prepare for that?

Additional Experiences (choose at least one of the following options):

- □ Hold a position as a club officer or demonstrate effective leadership in a group or organization (on- or off-campus)
- $\hfill\square$ Create a calendar with all tests, assignments, work schedule (if applicable) and personal events
 - o Use time management skills to properly balance your schedule/calendar
 - Hint: Check out <u>https://www.timecamp.com/blog/2020/07/how-to-use-your-calendar-to-master-time-management-best-tips-tools/</u> for more information



Professionalism

Learning Objectives

• Employ or Illustrate professionalism by conducting themselves in timely manner, demonstrating effective personal skills, and participating in career readiness.

Professionalism Core Requirements:

- \Box Read and reflect on how you can improve your professionalism
 - READ: https://www.brandman.edu/news-and-events/blog/professionalism-and-workplaceetiquette
 - REFLECT: essay should be one paragraph, double spaced and 12-pt font.
- □ Have your resume & cover letter reviewed by Career Services
- $\hfill\square$ Participate in a practice interview with Career Services

Additional Experiences (choose at least one of the following options).

- □ Attend a Career Fair
- $\hfill\square$ Participate in any Speaker Series that's related to professionalism/jobs



Communication

Learning Objective

• Develop communications skills by interacting with professional community and identifying positive communication skills.

Communication Core Requirements:

- $\hfill\square$ Read and Reflect on how you can improve your communication skills.
 - READ: <u>https://www.thebalancecareers.com/communication-skills-list-2063779</u>
 - \circ $\;$ REFLECT: essay should be one paragraph, double spaced and 12 pnt font $\;$
- \Box Meet with your Student Success Coach once each semester that you are an active student
 - Semester 1 Date: Semester 3 Date:
 - Semester 2 Date: Semester 4 Date:
- $\hfill\square$ Attend a Speaker Series on effective communication skills
 - Complete the Speaker Series Survey
- $\hfill\square$ Practice your communication skills by volunteering for 5 hours
 - o Hint: Check out 211 Rapid City for volunteer ideas

Additional Experiences (choose at least one of the following options):

- □ Build a professional LinkedIn profile
- $\hfill\square$ Identify scholarships that are available to you and apply.



Cultural & Global Diversity Awareness

Learning Objective

 Recognize cultural & global diversity awareness by participating in cultural activities and identifying key term.

Cultural & Global Diversity Core Requirements:

- $\hfill\square$ Read and reflect on how to improve your cultural awareness
 - o READ: https://www.pta.org/docs/default-source/uploadedfiles/guide-to-cultural-awareness-iii
 - REFLECT: essay should be one paragraph, double spaced and 12-pt font
- $\hfill \ensuremath{\square}$ Attend an on- or off-campus cultural event and write an essay about your experience
 - Paper will be one paragraph, double spaced and 12-point font
 - *Hint*: Crazy Horse Memorial, Journey Museum, Cultural Fair at BH or Mines are acceptable options.
- □ Attend a Speaker Series related to cultural awareness
 - Complete the Speaker Series survey

Additional Experiences (choose at least one of the following options):

- $\hfill\square$ Watch a TedTalk relating to Culture/global diversity
 - Write a one paragraph reflection
- Read any article of your choosing about diversity with an intercultural focus and write a two-paragraph essay about what you learned
 - Essay will be double spaced and 12-point font
 - Articles must be from scholarly source.
 - Hint: WDT Online Databases have great sources!



Technical Knowledge and Skills

Learning Objective

• Demonstrate technical knowledge and skills by identifying and using technology.

Technical Knowledge and Skills Core Requirements:

- □ Present a PowerPoint Presentation on a subject related to your field
 - Groups of two are allowed
 - More information will be provided on the Professionals Program online course & emails

Western Dakota Technical College prepares students to be highly-skilled professionals through accessible, career-focused programs to improve their lives, while adapting to community workforce needs and positively impacting our economy.