



**Set/Rep Meeting Minutes  
School of Energy  
Wednesday April 6, 2016**

**Chair:** Jamie Haakons, Chair of the School of Energy

**Staff:** Hannah Bielert, BCITSA Health & Wellness Program Coordinator

Guest Speakers: Sara Kandathil – Career Specialist

**DRAFT**

**1.1 Meeting called to order:**

The Chairperson, Jamie calls meeting to order at 3:10 pm

**1.2 Guest Speaker: Sara Kandathil – Career Specialist**

- Sara was asked to speak to the set-reps about biggest career mistakes made when graduating
- She surveyed instructors across BCIT and asked them what they saw about students and alumni they've worked with and employers and industry professionals
- Data collected – 32 BCIT instructors responded
- Sara put together presentations for all the set reps tailored to each school

The Data:

1. One a scale from 1-5, how prepared would you say graduates in your program are to look for work?

- 3% – not prepared at all
- 34% – somewhat prepared
- 44% – prepared
- 19% – very prepared

2. Biggest mistakes new grads make when job searching

- Resumes aren't targeted
- Not enough company research before an interview
- Focusing on only one job search strategy
- Not able to communicate unique skills/traits/experience
- Appearing unprofessional

3. Common themes about students across BCIT instructors

- Not willing to relocate
- Waiting until after grad to begin job search
- Unrealistic expectations – wanting 'dream job' right away
- Being too specific in job search

### What did your instructors say? – School of Energy

- Not starting job search before graduation
- Not considering jobs outside of the Lower Mainland
- Only using traditional job search
- Not putting enough effort into resumes and cover letter; researching employers
- Students do not read the job descriptions well enough

### Career Advice

- Volunteer, job shadow, and request a little time from employers you wish to work for
- Copy and paste the job posting in case it gets taken down before your interview
- If you know of a company you want to work for – ask an instructor or program head because they might have a contact or recent grad there
- Apply even if you have 80% of the job requirements
- Humbleness of lack of experience and willingness to accept guidance

### Avoiding pitfalls and key job search tips

- “Apply, apply, apply, network, network, network”
- Have someone proofread your resume and cover letter – get a fresh set of eyes – print off and review on hard copy as well
- Be prepared to move geographically
- Start early
- Be proactive

### How can Career Services help?

- Drop-in hours/Resume workshop
- Networking Workshops/employers on campus
- Drop in hours/Appointment with career specialist

### **1.3 Free Headshot Day**

- FREE headshots
- April 20<sup>th</sup> 2:30-6
- On career track under events (search headshots – make sure you select the one for Burnaby)
- You NEED to sign up for a time spot on Career Track and it fills up quickly

### **1.4 Zen Lounge**

- Free 10 min massages for BCIT students
- May 3<sup>rd</sup> (10-2) and May 4<sup>th</sup> (11-4)
- First come first serve

### **1.5 Year End Boat Cruise**

- Friday, May 27<sup>th</sup>
- Tickets on sale now - \$35 + tax
- For more info and to buy tickets visit [https://www.eventbrite.ca/e/bcitsa-year-end-boat-cruise-2016-tickets-22750301765?utm\\_term=attend&ref=enivtefor001&utm\\_medium=email&utm\\_source=eb\\_email&utm\\_campaign=inviteformalv2](https://www.eventbrite.ca/e/bcitsa-year-end-boat-cruise-2016-tickets-22750301765?utm_term=attend&ref=enivtefor001&utm_medium=email&utm_source=eb_email&utm_campaign=inviteformalv2)

## 1.6 BCITSA Student Elections

- Nominations are due at the end of this week Friday
- SOE set-reps can apply for the Chair of the School of Energy, V.P Campus Life, V.P. External, V.P. Student Affairs , or President)
- Forms are available at the front desk on the 3<sup>rd</sup> floor of SE 2
- Jamie's position will be coming available
- One set-rep that is running as a candidate for the position spoke a few words

## 1.7 Laurie Jack Award

- Two annual awards of \$500
- Given to two students in their graduating year who have **contributed to student life at BCIT**, and who have been nominated by another BCIT community member (staff, faculty or student)
- Deadline – April 24<sup>th</sup>

## 1.8 Previous Business

- Distinguished set rep awards due at the end of this week

## 1.9 Round table

- Bathrooms in SW 09 are much better now
  - The automatic ones don't flush and there's no water flow if there's power outage
- If you put your refundable in the SA bins, the money goes back to SA
- Longer hours in the stand on the weekend? It's only open until 2
  - Jamie will bring this up with the SA Retail Manager
- Bad internet connection still
  - It's being dealt with slowly
  - Make sure your windows 10 is updated
  - You can download office 365 for free from BCIT
- BCIT Open House event
- Student participation is not required but many programs are encouraging it
- Shops in SW 9 need "peer tutors" or "student shop hands" to show students where things are, etc.
  - There used to be a full-time person in the shop giving instruction, keeping tools sharp, etc.
  - BCIT is looking for someone new, but it's not going to happen by end of term
  - Find Yohan, Steven, or Dave Luis and send him an e-mail and he'll help you out and direct you
  - UBC has a peer shop helper program
- Rec Services daily use lockers \$0.50 for women and \$0.25 for men
  - Hannah will follow up regarding this unfair issues
- Fitness centre closes 30 min early now

- Is it going to stay like that?
  - Hannah will follow up with Rec Services
- What is the date for the MEC Expo?
  - May 18<sup>th</sup>

**1.10 Next Meeting**

Next meeting will be on May 4 at 3:00 pm in Council Chambers

**1.11 Meeting Adjournment**

The Chairperson adjourns the meeting at 6:20 pm