Tool 8: Employer Feedback Guide

Guiding Questions for Course Map Discussion with Partner Organisations

How to Use This Guide

Organisations that employ students and alumni can be a valuable source of feedback on experiential course map content. Use these questions, and share draft maps from relevant academic fields, to guide meetings with employers.

Programmes and Careers

- What are some examples of entry level job titles that your company might look to fill with recent university graduates?

- What are the most common academic programmes of recent grads who work at your organisation?

- How important is a student's academic programme when you decide to hire them?

  - Are hiring managers or recruiters given any guidance on which university programmes to look for on resumes?

- Are there any programmes you'd like to hire from, but you don't think graduates know to apply with your organisation?

  - For example, some companies hire Theatre graduates for their communication and presentation skills, but Theatre graduates may feel like they are only qualified for jobs in the arts. Can you think of any examples like that?

- Does your company only hire entry-level employees with postgraduate qualifications?

Hands-On Experience

- When hiring managers and recruiters review resumes, how many years of internship or volunteer experience during university are you looking for?

  - Should students start interning/volunteering their first year in university? If so, is this a need-to-have or nice-to-have qualification?

- Are there particular types of job experience that candidates must have in order to qualify for an entry-level position? What advice would you give to students on when and how to find those types of experience?

- We encourage students to take modules that have project-based or applied components, where they work in teams with a local business or nonprofit to help solve a problem. Should graduates list this type of experience on their resume when they apply for a job with your organisation?

- What types of extracurricular experiences are recruiters or hiring managers looking for on resumes? Should students focus on trying to take on a leadership role?

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Skills and Knowledge

- What skills do graduates need to be successful in entry-level positions at your organisation?

- What are the skills that entry-level employees are most often missing?

  - How should they be developing these skills before they apply for a job? Alternatively, should applicants know that they can get on-the-job training in these areas?

- What types of skills, knowledge, or experiences would make an entry-level candidate really stand out?

- Are there types of classes students should be taking in college if they want to be prepared for a job with your organisation?

- Are there additional certifications or training that entry-level employees need to have? When should students start to think about getting these qualifications?

- Many of our students come from nontraditional backgrounds—they may be mature learners or the first in their family to attend university. What kinds of nontraditional life experiences are you looking for that might demonstrate the same skills as an internship?

Opportunities with This Organisation

- Do you host student internships? What year in university is the best time to intern?

- How do most students who intern at your organisation first hear about you?

- Are there qualifications students need for these internships?

- Do you have opportunities for job shadow, informational interviews, or other networking that students should know about as they are exploring careers?

  - When and how should they get in contact with you regarding these opportunities?

Feedback on Specific Maps

- Is this map in line with the qualifications someone would need to get an entry-level job with your organisation after graduation?

- Is there anything you would add or remove?

- Are there any items you would move earlier or later?