

# STUDENT CAREER CENTER STUDENT ADVISORY BOARD

## 2026-2027 GUIDELINES

### PURPOSE STATEMENT

The Student Career Center's Student Advisory Board brings the student voice to identifying, enhancing, and assessing the services, resources and events offered by the Student Career Center with the goal of supporting student career readiness and success upon degree completion.

### OBJECTIVES AND RESPONSIBILITIES OF THE STUDENT ADVISORY BOARD

- **Voice of the Student Body:** The board will act as a representative body, giving students a platform to express their concerns, suggestions, and ideas related to career services. It will aim to ensure that the diverse needs of students across different academic disciplines, backgrounds, and career goals are considered in decision-making processes.
- **Collaboration and Feedback:** The board will collaborate closely with the Student Career Center staff, providing valuable input and feedback on existing services, programs, and events. It will serve as a conduit for communication between the Career Center and the student body, facilitating productive dialogue and constructive suggestions.
- **Program Development:** Members of the board will actively participate in discussions and contribute to the development of new career programs, workshops, and resources. Their firsthand insights and experiences will help the Student Career Center tailor its offerings to better address the specific needs and challenges faced by students.

### BENEFITS

Serving on the Student Career Center Student Advisory Board can offer a range of benefits that can enhance a student's overall university experience. Here are some examples:

- **Influence and Impact:** Being part of the advisory board allows students to directly influence the development and improvement of career services. It offers a chance to shape policies, programs, and resources that will benefit not only their own career journey but also that of their peers.
- **Leadership and Professional Development:** Serving on the board provides an excellent opportunity for leadership development. Members can enhance their skills in communication, teamwork, decision-making, and problem-solving. These experiences can be highlighted on resumes and during job interviews, demonstrating a proactive and engaged approach to their own professional growth.
- **Networking Opportunities:** The board brings together students from various academic disciplines and backgrounds, providing a platform for networking and building relationships with like-minded peers. Working closely with Career Center staff also allows for meaningful connections with employers who can provide guidance, mentorship, and potential career opportunities.

Overall, being a part of a university Student Career Center Student Advisory Board offers a chance to make a meaningful impact, develop valuable skills, and forge connections that can contribute to personal and professional growth, all while enjoying a fulfilling and engaging experience.

## MEMBERSHIP

- The Student Advisory Board will consist of a diverse group of undergraduate and graduate students from various academic disciplines and backgrounds. The board should aim to include representation from different class years to ensure a broad perspective. The Student Career Center Student Advisory Board will represent UC Merced's diverse student body.
- The Student Career Center Student Advisory Board may consist of up to 10-12 undergraduate and graduate student members.

## ADVISORY BOARD ADVISOR(S)

Director, Student Career Center

Student Career Center Team Members on a Rotational Basis

## MEETINGS

The Student Career Center's Student Advisory Board will meet monthly during the academic year. Members may join meetings in person or virtually via zoom. Unless otherwise decided by the Advisory Board Members, monthly meetings will last between 1 hour and 1-1/2 hours.

September: Welcome and Kick-Off Meeting.

October, November: Advisory Board Meetings

February, March: Advisory Board Meetings

April: End-of-Year Recognition Celebration

## IMPLEMENTATION TIMELINE

**June:** Membership Applications & Survey of Student Priorities re: Career Center

**July:** Appointment of 2025-2026 Members

Set initial Fall Meeting Schedule

**September:** Welcome and Kick Off Meeting

- Getting to Know You
- Fall Meeting Schedule
- Setting Fall Priorities

**October:** Advisory Board Meeting

**November:** Advisory Board Meeting

- Spring Meeting Schedule
- Setting Spring Priorities

**February:** Advisory Board Meeting

**March:** Advisory Board Meeting

- 2026-2027 Membership Drive

**April:** End-of-Year Recognition Celebration and Transition Meeting