

Advancing Students as Professionals (ASAP) Student Employment Program Overview

What is ASAP?

Advancing Students as Professionals (ASAP) student employment program is designed to enhance Arcadia undergraduates' campus employment experience and transform students into career-ready professionals. This high-impact program cultivates a supportive supervisor-student relationship and facilitates learning and reflection among each student's campus job, coursework, and long-term career goals.

Career Development Conversations

To maximize learning and facilitate reflection, student employees will participate in a brief, structured career development conversation with their supervisor. The following three critical questions and accompanying worksheet will guide the conversation.

1. What skills and knowledge are you (student employee) developing in your campus job that can strengthen your academic experience?
2. What are some things you're learning in class that can help you at work?
3. What's one thing you've learned so far through your campus employment that you think will be useful in your future career?

Training via Canvas

Online resources and training modules are available via Canvas for students. The Associate Director of Student Employment supports students who are participating in the program. The Office of Career Education assists student employees in identifying and articulating their career readiness skills. [The National Association of Colleges and Employers \(NACE\)](#) defines these skills as essential to building career readiness.

- Critical Thinking
- Oral & Written Communication
- Professionalism & Work Ethic
- Teamwork
- Digital Technology
- Leadership
- Career & Self Development
- Equity & Inclusion

Additionally, student employees will practice professional skills by creating resumes, applying for campus jobs in Handshake, honing their interview skills, and advancing their professional acumen. Student employees will also learn how to utilize Handshake to secure future internships and post-graduate positions.



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