

# **CONSTRUCT** **YOUR CAREER AT UW**

**UW–Madison Employee Career Conference**

March 7, 2019

Union South



**Sponsored By**

Adult Career and Special Student Services

Learning and Talent Development

Vice Chancellor for Finance and Administration

# CONFERENCE AGENDA

7:30–8:30 a.m.	REGISTRATION AND BREAKFAST	Varsity Hall II & III, Second Floor
8:30–8:40 a.m.	WELCOME by Jeffrey Russell	Varsity Hall II & III, Second Floor
8:40–9:15 a.m.	KEYNOTE by Megan Watt	Varsity Hall II & III, Second Floor
9:15–9:30 a.m.	REFRESHMENT BREAK	Second and Third Floor
9:30–10:30 a.m.	MORNING #1 CONCURRENT SESSIONS	
	CONNECTING THE DOTS: DESIGNING LIFE AND CAREER by Heather Ferguson	Varsity Hall I, Second Floor
	LUCK IS THE RESIDUE OF DESIGN: FOCUSING ON THE SKILLS YOU HAVE (OR WANT) AND THE THINGS YOU NEED IN LIFE TO GET LUCKY IN YOUR CAREER CHANGE by Diya Selimi	Marquee, Second Floor
	NO MORE REJECTIONS! WRITE A RÉSUMÉ THAT POPS! by Christopher East	Northwoods, Third Floor
	TAPPING INTO THE FOUR TENDENCIES AT WORK by Maureen Muldoon	Landmark, Third Floor
	“I’M RETIRING...NOW WHAT?” by Sybil Pressprich	Industry, Third Floor
	TALK WITH A CAREER PROFESSIONAL	Agriculture, Third Floor
	PROFESSIONAL PORTRAIT PHOTOGRAPHS	Varsity Lounge, Second Floor
10:30–10:45 a.m.	REFRESHMENT BREAK	Second and Third Floor
10:45–11:45 a.m.	MORNING #2 CONCURRENT SESSIONS	
	BEYOND THE PVL: DETERMINING IF POSITIONS ARE RIGHT FOR YOU by April McHugh	Varsity Hall I, Second Floor
	SORTING OUT YOUR NEEDS: UNDERSTANDING VALUES by Elizabeth Schimpf	Marquee, Second Floor
	BETTER NETWORKING. ADVANCING CAREER AND LIFE WITH REAL CONNECTIONS. by Keith McHugh	Northwoods, Third Floor
	STRATEGIES FOR INTEGRATING TRANSFERABLE OR “SOFT” SKILLS INTO YOUR TRAINING PROGRAMS by Matthew Hora	Landmark, Third Floor
	PROFESSIONAL PATHS FOR RESEARCH STAFF AT UW–MADISON by Sharon Blohowiak, Kyle Hanson, Lynn Haynes, and Laur Rivera	Industry, Third Floor
	TALK WITH A CAREER PROFESSIONAL	Agriculture, Third Floor
	PROFESSIONAL PORTRAIT PHOTOGRAPHS	Varsity Lounge, Second Floor
11:45–12:00 p.m.	REFRESHMENT BREAK	Second and Third Floor

12:00–1:00 p.m.	LUNCH	Varsity Hall II & III, Second Floor
	PROFESSIONAL PORTRAIT PHOTOGRAPHS AND RESOURCE FAIR	Varsity Lounge, Second Floor
1:00–1:15 p.m.	REFRESHMENT BREAK	Second and Third Floor
1:15–2:15 p.m.	AFTERNOON #1 CONCURRENT SESSIONS	
	DECODING DECISION-MAKING: CULTIVATING A TOOLKIT FOR LESS REGRET by Kristina Vack	Varsity Hall I, Second Floor
	BUILDING ON YOUR STRENGTHS USING APPRECIATIVE INQUIRY by Don Schutt	Marquee, Second Floor
	SMART GAINS by Elizabeth Schrimpf	Northwoods, Third Floor
	FIND YOUR SUPER POWERS by Moira Kelley and Sybil Pressprich (max. capacity 30— first come, first served).	Landmark, Third Floor
	DO THE JOB BEFORE GETTING THE JOB: A PRACTICAL GUIDE TO JUMP-STARTING YOUR CAREER AT UW–MADISON by Xiujuan Jane Zhang	Industry, Third Floor
	TALK WITH A CAREER PROFESSIONAL	Agriculture, Third Floor
	PROFESSIONAL PORTRAIT PHOTOGRAPHS	Varsity Lounge, Second Floor
2:15–2:30 p.m.	REFRESHMENT BREAK	Second and Third Floor
2:30–3:30 p.m.	AFTERNOON #2 CONCURRENT SESSIONS	
	CONFERENCE DEBRIEF DISCUSSION by Elizabeth Schrimpf	Varsity Hall I, Second Floor
	STAYIN’ ALIVE: WILL MORE EDUCATION KEEP ME AFLOAT? by Ace Hilliard	Marquee, Second Floor
		Northwoods, Third Floor
	FIND YOUR SUPER POWERS by Moira Kelley and Sybil Pressprich (max. capacity 30— first come, first served).	Landmark, Third Floor
	CAREER AND DEVELOPMENT CONVERSATIONS: HELPING MANAGERS HELP YOU by Christopher East and Brenda Salvo	Industry, Third Floor
	TALK WITH A CAREER PROFESSIONAL	Agriculture, Third Floor
	PROFESSIONAL PORTRAIT PHOTOGRAPHS	Varsity Lounge, Second Floor

# TALK WITH A CAREER PROFESSIONAL

Have some unanswered job/career questions? Sign up at the conference to meet one-on-one with a campus career professional and ask them about résumés, interviewing, conversations with supervisors or any other career-related questions. Mini-appointments will be 15 minutes long and interested attendees must sign up on the day of the conference and will be taken on a first-come, first-served basis. If you have a question related to résumés, CVs or cover letters, we ask that you bring a printed copy of the document with you to your mini-appointment.

## NEED MORE CAREER HELP?

If you are unable to see a career professional at the conference, contact UW–Madison's Adult Career and Special Student Services to find more education and career management resources or set up a confidential, one-on-one appointment with a career counselor. Contact us at 608-263-6960 or [acsss.edu](http://acsss.edu)



## PROFESSIONAL HEADSHOTS

Get a professional portrait photograph taken for free in Varsity Lounge. The photographer will be available from 8:00 a.m.–3:30 p.m. and serve guests on a first-come, first-served basis. Photos will be emailed to participants after the conference from [conferences@ohr.wisc.edu](mailto:conferences@ohr.wisc.edu).

## RESOURCE FAIR PARTICIPANTS

Visit the Varsity Lounge to meet with departments across campus and learn about what services they provide employees.

- Academic Staff
- Campus Supervisors Network Communities of Practices
- Division of Continuing Studies
- Division of Information Technology
- Employee Assistance Office
- Learning and Talent Development
- Office of Compliance
- Office of Human Resources
- Ombuds
- Professional Development and Recognition Committee

# KEYNOTE ADDRESS

**Megan Watt** is a highly sought after speaker, author, career coach, and facilitator who brings an



innovative approach to her work. She speaks to audiences such as AT&T, American Family Insurance, and the University of Wisconsin–Madison on the impact of strengths and the “Power of Connection” in the pursuit of your goals. Her book, *Discover. Act. Engage.*, is a 60-Day Catalyst Guide to accomplishing your *Someday Goals*.

Megan is a member of Forbes Coaches Council, an invitation-only community for top business and career coaches, and has been recognized by the Urban League as a Trailblazer. She’s taught career & leadership development at three Big Ten universities, and served as the VP of Innovation & Strategy for a local startup increasing sales by 300% in 6 months. Megan is a lover of fun facts... quiz her later if you want! A fun fact about her is that she’s ridden the world’s largest skateboard while working for ESPN’s X Games. Megan currently serves as the Chief Dream Maker of Dream Catalyst Labs based in Madison, WI, where the mission is to inspire others to think big, and tenaciously go after those “Someday Goals” today!

## WIN MEGAN’S BOOK

Drop your business card off at the registration table to be entered into a free raffle to win a copy of Megan Watt’s book, *Discover, Act. Engage.*

Drawing will take place at the end of the conference. You do not need to be present to win.

Winner will be contacted via email the next day from [conferences@ohr.wisc.edu](mailto:conferences@ohr.wisc.edu).

# MORNING #1 CONCURRENT SESSIONS

9:30–10:30 a.m.

## **CONNECTING THE DOTS: DESIGNING LIFE & CAREER**

*Heather Ferguson*

*Varsity Hall I, Second Floor*

Whether you have multiple interests, need a change of pace, feel stuck in a linear career path, or just want a fresh look at your goals, this workshop is for you! Attend this session for an opportunity to [re]focus on making intentional career decisions and reflect on the role of work in your life.

## **LUCK IS THE RESIDUE OF DESIGN: FOCUSING ON THE SKILLS YOU HAVE (OR WANT) AND THE THINGS YOU NEED IN LIFE TO GET LUCKY IN YOUR CAREER CHANGE**

*Dija Selimi*

*Marquee, Second Floor*

The idea of changing careers is terrifying because all you know is that you are unhappy. Sometimes the reasons are clear – we realize we don't like the trajectory or certain aspects of our current career. Sometimes the reasons are a misdirection – we love our work but we're in a difficult environment or navigating challenging work relationships. Making a career transition involves understanding these reasons, identifying what you need and what you bring to a career, and clearing the obstacles to make change happen!

## **NO MORE REJECTIONS! WRITE A RÉSUMÉ THAT POPS!**

*Christopher East*

*Northwoods, Third Floor*

Is your résumé up to date? Are you describing your work and involvements at the highest level? Have you shared your skills, strengths, and possible areas for skill development with your supervisor? Join Christopher, organizational career development specialist on the Learning & Talent Development team, as he shares effective techniques for writing résumés, preparing for the screening process, and understanding the value of community involvement.

After this program, you will be able to:

- Identify the essential elements of a good résumé
- Understand the search and screen process
- Write effective work descriptions
- Develop strategies for growing your skills in the workplace

## **TAPPING INTO THE FOUR TENDENCIES AT WORK**

*Maureen Muldoon*

*Landmark, Third Floor*

“One of the daily challenges of life is: ‘How do I get people—including myself—to do what I want?’ By asking the one simple question, ‘How do I respond to expectations?’ we gain exciting insight into ourselves. And when we know how other people respond to expectations, we understand them far more effectively, as well. We all face two kinds of expectations—outer expectations (meet work deadlines, answer a request from a friend) and inner expectations (keep a New Year’s resolution, start meditating). Our response to expectations determines our ‘Tendency’—that is, whether we fit into the category of Upholder, Questioner, Obliger, or Rebel.” ~ Gretchen Rubin

- Attend this workshop to self-identify your own and other’s tendency
- Learn through individual reflection and from other participants to get ideas for how to:
- Make better decisions, meet deadlines, meet our promises to ourselves, suffer less stress, and engage more deeply with others.

## **“I’M RETIRING...NOW WHAT?”**

*Sybil Pressprich*

*Industry, Third Floor*

Although many people look forward eagerly to retirement, this major life transition can be unexpectedly challenging to negotiate. How will you remain active? Who will be your circle of friends? What will you do with your time? All these unknowns can be daunting. This session will look at how retirement has changed in recent years and provide a better understanding of the ‘new retirement’. We will also learn about strategies and tools to help you assess your priorities, explore your options, and evaluate your ideas as you develop a plan for a rewarding third quarter of your life.

# MORNING #2 CONCURRENT SESSIONS

10:45–11:45 a.m.

## **BEYOND THE PVL: DETERMINING IF POSITIONS ARE RIGHT FOR YOU**

*April McHugh*

*Varsity Hall I, Second Floor*

This session is focused on those interested in making a job change. We will talk about using your interests, skills, values and personality to find that next great job fit. In addition, we will look at reading PVL's for details, figuring out if the position is a good fit and staying positive during your search.

## **SORTING OUT YOUR NEEDS: UNDERSTANDING VALUES**

*Elizabeth Schrimpf*

*Marquee, Second Floor*

What are your values and how do they affect your career? Often, identifying and discussing values can feel awkward and uncomfortable; you either get too personal or keep things general and end up with half-hearted, meaningless buzzwords. Without realizing it, many of us have already started to effectively identify and communicate values through pop culture, by identifying with groups and characters from fictional places. In this fun, creative and interactive workshop, participants will learn how values define workplace habits and engage with a well-known fictional values system (Hogwarts Houses from the Harry Potter series) to examine their own personal values sets and identify ways those values affect their work. Finally, participants will use their values to write a personal mission statement that can be used in a variety of ways for career development. \*\*No prior knowledge of the Harry Potter Series is necessary to participate in this workshop.\*\*

## **BETTER NETWORKING. ADVANCING CAREER AND LIFE WITH REAL CONNECTIONS.**

*Keith McHugh*

*Northwoods, Third Floor*

"To go far, go with others" an African proverb advises. Networking isn't just for business and sales. The benefits of networking can touch many facets of our lives including our career. It's not just extroverts, either. Quiet types also have strengths that can be tapped when it comes to going far with others. This session will cover the whys and the hows, the inconspicuous and the obvious, and the outright and the insights to networking. This is perfect for networking rookies, introverts, and anyone else seeking a little motivation to connect with others.

## **STRATEGIES FOR INTEGRATING TRANSFERABLE OR “SOFT” SKILLS INTO YOUR TRAINING PROGRAMS**

*Matthew Hora*

*Landmark, Third Floor*

In this workshop Dr. Hora will discuss the theoretical and empirical background to two of the most valuable transferable or “soft” skills desired by employers – communication and self-regulated learning. With a focus on developing training approaches that fit your unique disciplinary or professional context, Dr. Hora will review some common strategies for incorporating these skills into employee training, onboarding, or professional development opportunities. In this interactive workshop, participants will articulate how these skills are used in their professions, practice some strategies, and brainstorm new ideas with other participants about how to best integrate these skills into their existing training programs.



## **PROFESSIONAL PATHS FOR RESEARCH STAFF AT UW–MADISON**

*Sharon Blohowiak, Kyle Hanson, Lynn Haynes and Laur Rivera*

*Industry, Third Floor*

UW–Madison is a highly decorated and respected research institution with many dedicated research professionals. Lab managers and staff are a big reason why the UW is so successful in advancing research discoveries and breakthroughs. But how can research staff advance their own careers and discover their passions?

A panel of research staff from various departments and at different stages in their careers will discuss how or where to find opportunities on and off campus, how to navigate a career in research and how their past experiences shaped their current choices. Many panel members belong to the UW Lab Management Community of Practice, an organization that provides activities for employees in lab management roles.

# AFTERNOON #1

## CONCURRENT SESSIONS

1:15–2:15 p.m.

### **DECODING DECISION-MAKING: CULTIVATING A TOOLKIT FOR LESS REGRET**

*Kristina Vack*

*Varsity Hall I, Second Floor*

Chicken or Fish? Move or Remodel? Quit or Stay? Decision-making seeps into every part of our daily lives. Many people struggle with tough choices because they really, really don't want to have any regrets. While no one gets it right 100% of the time, it can be useful to have a toolkit for guidance in critical moments. In this session we will review top decision-making books and discuss key takeaways from experts in the field. Participants will expand their decision-making toolkits with tips and techniques on how to be more proactive.

### **BUILDING ON YOUR STRENGTHS USING APPRECIATIVE INQUIRY**

*Don Schutt*

*Marquee, Second Floor*

A more affirming career development process can be achieved by combining life-planning concepts with the Appreciative Inquiry process. Using this approach, career development processes emerge as Appreciating, Envisioning, Co-constructing, and Sustaining. This also shifts the focus of the planning process toward a strength-based whole person, whole life approach. Join this session to participate in an Appreciative Interview and learn more about a strengths-based approach to career development using Appreciative Inquiry.

### **SMART GAINS**

*Elizabeth Schrimpf*

*Northwoods, Third Floor*

How do you feel about goal setting? Once your goals are set, how confident are you in planning, communicating and maintaining progress toward your goals? The GAIN Model is an innovative approach to framing plans that support goals of all types – short-term, long-term, SMART and not SMART. In this interactive workshop, participants will learn about the GAIN Model, understand how it differs from and relates to SMART goals and have the chance to both frame one of their personal goals and see how GAIN can be used in a variety of goal-related conversations. You will leave not only with a new way to think about your goals, but also some strategies for sharing them and evaluating your progress.

### **FIND YOUR SUPER POWERS**

*Moir Kelley and Sybil Pressprich*

*Landmark, Third Floor*

This session will help you identify the skills at which you are most competent AND the skills you most enjoy using. Sometimes referred to as your “power skills”, knowing what you enjoy and do best can help you clarify your professional goals, write a better résumé, or discuss your best attributes during an interview. Join us for this active learning session and get in touch with your super powers! (max. capacity 30—first come, first served).

## **DO THE JOB BEFORE GETTING THE JOB: A PRACTICAL GUIDE TO JUMP-STARTING YOUR CAREER AT UW–MADISON**

*Xiujuan Jane Zhang*

*Industry, Third Floor*

Learn how you can reach your dream job by doing the job first. Xiujuan Jane Zhang, an enterprise business analyst/honorary fellow in the Wisconsin School of Business, discusses how learning by doing is critical to leadership development.

Xiujuan started her career development late after her children became teenagers. Being a problem solver, she decided to focus her career in business analysis and project management, leading projects on campus and in the communities. In this session, Xiujuan will share concrete steps of developing yourself, identifying business problems, building teams and delivering values to others and the organization. It is all about being curious, asking questions and doing things before even being asked. She is now a bi-cultural leader, senior business/data analyst and part-time career advisor for international students.

# AFTERNOON #2

## CONCURRENT SESSIONS

2:30–3:30 p.m.

### CONFERENCE DEBRIEF DISCUSSION

*Elizabeth Schrimpf*

*Varsity Hall I, Second Floor*

In this group setting, staff career counselor Elizabeth Schrimpf will facilitate a discussion around individual self-discovery based on conference takeaways. There will be no formal program in this workshop, only an opportunity for attendees to process their experience in a group setting and think critically about post-conference actions to support career growth. Follow-up activities, materials, and support references will be available.

### STAYIN' ALIVE: WILL MORE EDUCATION KEEP ME AFLOAT?

*Ace Hilliard*

*Marquee, Second Floor*

Should I go back to school and finish a bachelor's degree? Will a professional degree help me further my career? Are there other opportunities to help me fulfill my goals that are not full-time academic programs? This session will help you holistically identify if adding more education to your résumé will keep you afloat and what is the best decision for you. We will explore scenarios and signs that are common indicators that non-traditional adults are ready to return to school, factors you would want to consider when adding any form of education to your already busy life, as well as final tips for going back into the classroom.

### THE DNA OF COMMUNICATING FOR SUCCESS

*Tamie Klumphyen*

*Northwoods, Third Floor*

Have you ever experienced a conversation that resulted in a misunderstanding, confusion or frustration? Can you think of a time where your delivery was off and resulted in the opposite of what you were wanting from an interaction? Communication is complex, difficult, and absolutely necessary in working with others.

Successful communication is best achieved through planning, preparation and personal reflection. There are fundamental characteristics of effective communication – let's call them "Communication DNA" – that when applied can set-up your conversations for success! Do you want to learn more?

Think about an important discussion you need - or want - to have with someone. Come ready to test out practical communication strategies on your future discussion. You will leave this workshop with a *Discussion Planner* in hand, and enhanced confidence to engage in communication that meets the personal and practical needs of all involved.

### FIND YOUR SUPER POWERS

*Moir Kelley and Sybil Pressprich*

*Landmark, Third Floor*

This session will help you identify the skills at which you are most competent AND the skills you most enjoy using. Sometimes referred to as your "power skills", knowing what you enjoy and do best can help you clarify your professional goals, write a better résumé, or discuss your best attributes during an interview. Join us for this active learning session and get in touch with your super powers! (max. capacity 30—first come, first served).

## **CAREER AND DEVELOPMENT CONVERSATIONS: HELPING MANAGERS HELP YOU**

*Christopher East and Brenda Salvo*

*Industry, Third Floor*

Career development conversations come up around the dinner table or with good friends, but they hardly ever happen with the manager. Why is that? Maybe the manager feels they cannot meet the employee's expectations or the employee does not know how to initiate the conversation. Sounds a little like an 8th-grade dance, doesn't it? Career development conversations can and should be initiated early and often with your manager. Join us in this interactive session where we introduce strategies to adopt as you discuss your professional goals with your manager during formal performance discussions or informal development conversations. Participants will have the opportunity to view and practice conversations during this session. Do not sit on the sidelines, be the person who grabs a partner and starts to dance.

# PRESENTER'S BIOGRAPHIES

**Sharon Blohowiak** has been a research professional at UW–Madison for almost 20 years with 16 years in the Department of Pediatrics as a lab manager. Research professionals are valuable employees and contributors to the UW research community, often performing duties above and beyond the lab bench. However, their contributions are undervalued and their career opportunities are limited. Ms. Blohowiak is a champion for lab managers, serving on the steering committee for the UW Lab Management Community of Practice, a group dedicated to providing professional development opportunities for UW research professionals.

**Christopher East** currently serves as the Organizational Career Development Specialist with Learning and Talent Development in the Office of Human Resources. His work focuses on creating and enhancing career development programs and training for all UW–Madison employees and managers. He has an undergraduate degree in communications and a M.S. in higher education. Christopher has trained students and education staff on career assessment, career development and job seeking skill attainment spanning private and public 4 year and 2 year institutions coast to coast. Additionally he spent about 8 years of his career supporting career readiness for K-12 in Wisconsin. He has a passion for project development and helping others fulfill their career and academic goals.

**Heather Ferguson** is a multipotentialite who has had a variety of roles in her career: journalist, group fitness instructor, breakfast operations coordinator, university seminar instructor, recruiter, and curricular specialist—to name a few. After working in college orientation for 10 summers, Heather has learned that both life and career are a series of transitions and that empowerment often comes from enjoying education, connecting with the community, and embracing being a perpetual beginner. She understands that solving today's complex problems requires interdisciplinary expertise, and she enjoys helping people examine how they can use their unique gifts to serve larger goals.

**Kyle Hanson** is currently the Lab Manager of the Wisconsin Electric Machines and Power Electronics Consortium (WEMPEC) research laboratory in the department of Electrical Engineering. Interestingly, he currently works in the same lab where he was a research assistant while pursuing a MS in mechanical engineering. The lab supports the research of seven faculty members (PI's) and over 60 graduate research assistants from many different engineering disciplines. Because the WEMPEC consortium has its own UDDS his role covers a wide array of responsibilities from research & lab management to purchasing & DPA (department property administrator). In addition, this semester he has taken on the extra responsibility of teaching a senior design course. In the future, he hopes to transition his teaching role to focus on a new electromagnetic teaching lab for electric motor prototyping.

**Lynn Haynes** is the Director of the Office of Research Compliance at the UW–Madison, overseeing the administrative support and compliance for the Human Research Protection Program and the Research Animal Resources and Compliance unit. The majority of her career was spent in the Department of Surgery in the School of Medicine and Public Health (SMPH) where she performed basic, translational and clinical research as well as research administration. She brings hands-on experience advancing an academic staff research career from research specialist to distinguished researcher, while also gaining increased administrative responsibilities including lab management, coordination of department lab managers, serving as vice chair for the SMPH Animal Care and Use Committee and oversight of the department's basic science research operations.

**Ace Hilliard, M.S.**, is a first generation transman of color and alumnus of the University of Wisconsin–Madison. Ace has received a B.S. in community and nonprofit leadership and a M.S. in educational leadership and policy analysis, both from UW–Madison. With past experiences in student activism, being a part of and advising Greek Life, to now working and helping non-traditional students with educational decisions in the Adult Career and Special Student Services Department of the Division of Continuing Studies, Ace values lifelong learning and making decisions based on your personal life goals.

**Dr. Matthew T. Hora** is an assistant professor of adult & higher education, and the Director of the Center for Research on College-Work Transitions at UW–Madison. Dr. Hora draws on theory and method from cultural anthropology and the learning sciences to study how skills are defined and taught in postsecondary institutions and the workplace and the impact of internships on student outcomes in the US, China and Japan. Dr. Hora recently won the 2018 AAC&U Best Book on Liberal Education award with his colleagues for their book “Beyond the Skills Gap: Preparing College Students for Life and Work.”

**Moira Kelley** is a senior counselor and the communications coordinator for Adult Career and Special Student Services within the Division of Continuing Studies. Her experience in higher education spans close to three decades and she has been with ACSSS for 21 years. The majority of her career has been supporting adults making career transitions and/or continuing their education. She has presented countless career planning workshops as well as guiding individuals one-on-one through the career and education planning process. Moira was on the Wisconsin Career Development Association board from 2004-2016 serving as president for two years, and in other executive board and committee roles during her tenure with the organization. She has an M.S. in counseling from UW-Whitewater, a B.S. in psychology from Carroll College, and is certified to administer the Strong Interest Inventory and the Myers Briggs Type Indicator.

**Tamie Klumpyan** works collaboratively with the Learning and Talent Development team in OHR to support employee learning and development; with a particular lens on building employee capacity to foster inclusive practices and work environments across campus. Tamie is committed to facilitating interactive learning experiences that boost individual and organizational knowledge, strategies, and practical skills to positively enhance the well-being of work life; develop and sustain meaningful relationships; and promote collaborative, inclusive and equitable work environments. A life-long learner, Tamie’s career path has afforded her a variety of professional roles - all within the field of education – where she feels most engaged, purposeful, and positively challenged. Tamie received her M.S. in College Student Personnel from Western Illinois University, and her B.S. in Organizational/Interpersonal Communication from the University of Wisconsin-Stevens Point.

**April McHugh** works as a career and educational counselor at UW–Madison’s Adult Career & Special Student Services, part of the Division of Continuing Studies. She has been working with adults in career transition for more than 19 years providing career, personal, educational and formerly mental health counseling and educational advising. April currently serves UW–Madison staff and community adults in the Dane County area through facilitation of career planning workshops, UW’s weekly Job Search Support Group for professionals, and meets individually with those seeking more rewarding careers or are in transition and/or seeking additional education. She has a M.S. in Guidance and Counseling, is licensed as a professional counselor (LPC), nationally certified as a counselor (NCC), master career counselor (MCC) and holds the Career Development Facilitator (CDF) and Career Development Facilitator Instructor (CDFI) credentials.

**Keith McHugh** is a consultant and public speaker based in Madison, WI. As a self-declared and MBTI tested introvert, he embraced his strengths to pull together the information, resources, and tools to make entering any room a rewarding experience. He is a native of Arlington, VA who moved to Madison shortly after visiting only once. He has a B.B.A. with a focus on small business management from UW–Madison. He draws from a diversified background of experience including entrepreneur at age 10, professional baker, production manager, realtor, and executive leadership.

# PRESENTER'S BIOGRAPHIES

**Maureen Muldoon** is a higher education student services professional trained in advising, program coordinating, public speaking, and group facilitation. She brings an extensive background in international and service based experiential learning to her passion of working with students. She aims to help students better understand the decision making process as it relates to their career and academic development through individual appointments, workshops, and group settings. The past few years Maureen has been following author, podcaster, and speaker Gretchen Rubin, known for The Happiness Project and creator of The Four Tendencies. Maureen is an avid fan of Rubin's books, she participated in the first, online Four Tendencies course this past summer, subscribes to her app, and facilitated a workshop for her office staff retreat. She also enjoys listening to Rubin's weekly podcast and connecting Rubin's ideas into her own life routines and daily habits.

**Sybil Pressprich** works in Adult Career and Special Student Services at UW–Madison where she assists community adults and campus employees facing a variety of career situations. From early career explorers to those making retirement plans, Sybil helps individuals identify their interests, skills and values through individual appointments and group workshops. She has extensive experience in designing and facilitating workshops on career and job search topics and is certified to use the Myers Briggs Type Indicator and Strong Interest Inventory. Sybil is a certified Job Loss Recovery Program coach and holds a M.S. in adult and higher education from Montana State University.

**Laur Rivera** is a lab manager in the Prejudice and Intergroup Relations Lab (PIRL) at UW–Madison. In 2017, Laur started studying prejudice at Colgate University and recently started at UW–Madison in the fall of 2018. Laur earned her Artium Baccalaureus from Hamilton College studying Neuroscience and Studio Art. Currently Laur's efforts are directed toward the Prejudice Habit Breaking Intervention work done in the PIRL.

**Brenda Salvo** is a Ph.D. student in Educational Leadership and Policy Analysis studying higher education. She currently works with Learning and Talent Development in the Office of Human Resources as a graduate project assistant for the WiGROW initiative, supporting student employees and their supervisors as students identify skills learned through their on-campus job that will enrich their college experience and support their career development. Brenda has an undergraduate degree in social work and a M.S. in student affairs administration, with professional experience in non-profit youth work. She has a passion for supporting young people as they develop a vision for their own future and the future of their community, and as they gain the skills needed to make those visions reality.

**Elizabeth Schrimpf**, MA, LPC-it, CCC has been a career counselor in the Madison area since 2014, helping clients address issues from “Should I go to college or get a job?” to “How do I prepare for retirement?” and everything in between. Prior to joining UW–Madison's Adult Career and Special Student Services, she worked with clients at the Dane County Job Center seeking help with job placement after layoffs and vocational training in the skilled trades. Despite being relatively introverted in real life, Elizabeth loves developing workshops and public speaking and is thrilled to be part of this conference. She lives on the near-west side of Madison with her husband and tortoise, Emory Turtle, who is also an introvert.



**Dr. Don Schutt**, NCC, LPC, BCC, CCSP is a public sector HR consultant at CPS HR and also in the Office of Human Resources at the University of Wisconsin–Madison where he is also a Senior Director Emeritus. He most recently served as the Senior Director of Talent Management. Previously, Don worked as a career development specialist at the Center on Education and Work in the School of Education at UW-Madison.

Don is a Licensed Professional Counselor in the state of Wisconsin, a National Certified Counselor, a Certified Career Services Provider through the National Career Development Association and a Board Certified Coach. His educational background includes a Ph.D. and M.A. in Counselor Education and Sports Psychology from the University of Iowa, and a B.A. in Journalism and Economics from UW-Madison. Don was recently recognized as a National Career Development Association (NCDA) Fellow.

**Dija Selimi** earned her Ph.D. in plant pathology studying non-chemical management of fungal pathogens and did post-doctoral research on bacterial biofilm formation and sweet protein synthesis. However, she eventually came to realize that the tenure track wouldn't be a good fit for her. Advising was an intentional career change that allowed her to do what she loves: work with students, talk about science, and use data to create programs that helps students reach their goals.

**Kristina Vack** is a motivated and high-energy career advisor dedicated to helping CALS students and alumni get what they need to build a career that brings them joy. With more than 10 years of advising experience coupled with a M.S. in counseling psychology she has successfully helped individuals interested in a wide range of careers. When she's not meeting with career seekers or crafting career-related workshops you can find her planning her next great travel adventure, meditating through hand embroidery or chasing after her two children.

**Xiujuan Jane Zhang** currently works in the Wisconsin School of Business at UW–Madison as a business analyst and guest instructor. As a UW–Madison alumna with a M.S., and masters certificates in business analysis and project management, she always embraces the Wisconsin Idea, paying it forward by coaching international Chinese students, parents and visiting scholars on leadership, culture and community engagements in her spare time.

# SAVE THE DATE

## **OFFICE PROFESSIONALS CONFERENCE**

Wednesday, April 24, 2019

Union South

Office Professionals Conference participants will experience personal enrichment opportunities full of skill building, networking, and learning practical tools.

## **RESEARCH PROFESSIONALS CONFERENCE**

Tuesday, June 18, 2019

School of Nursing

Research Professionals Conference is intended for research staff functioning as laboratory technicians or laboratory managers.

## **WOMEN AND LEADERSHIP SYMPOSIUM**

Tuesday, July 2, 2019

Union South

Women and Leadership Symposium provides an engaging and inclusive environment where the Madison community can gather, network, and emerge as leaders.

## **WELLNESS SYMPOSIUM**

Wednesday, October 23, 2019

Union South

The university is committed to supporting every employee and student in being their best self while at UW–Madison.

## **LEADERSHIP AND MANAGEMENT DEVELOPMENT CONFERENCE**

Wednesday, November 13, 2019

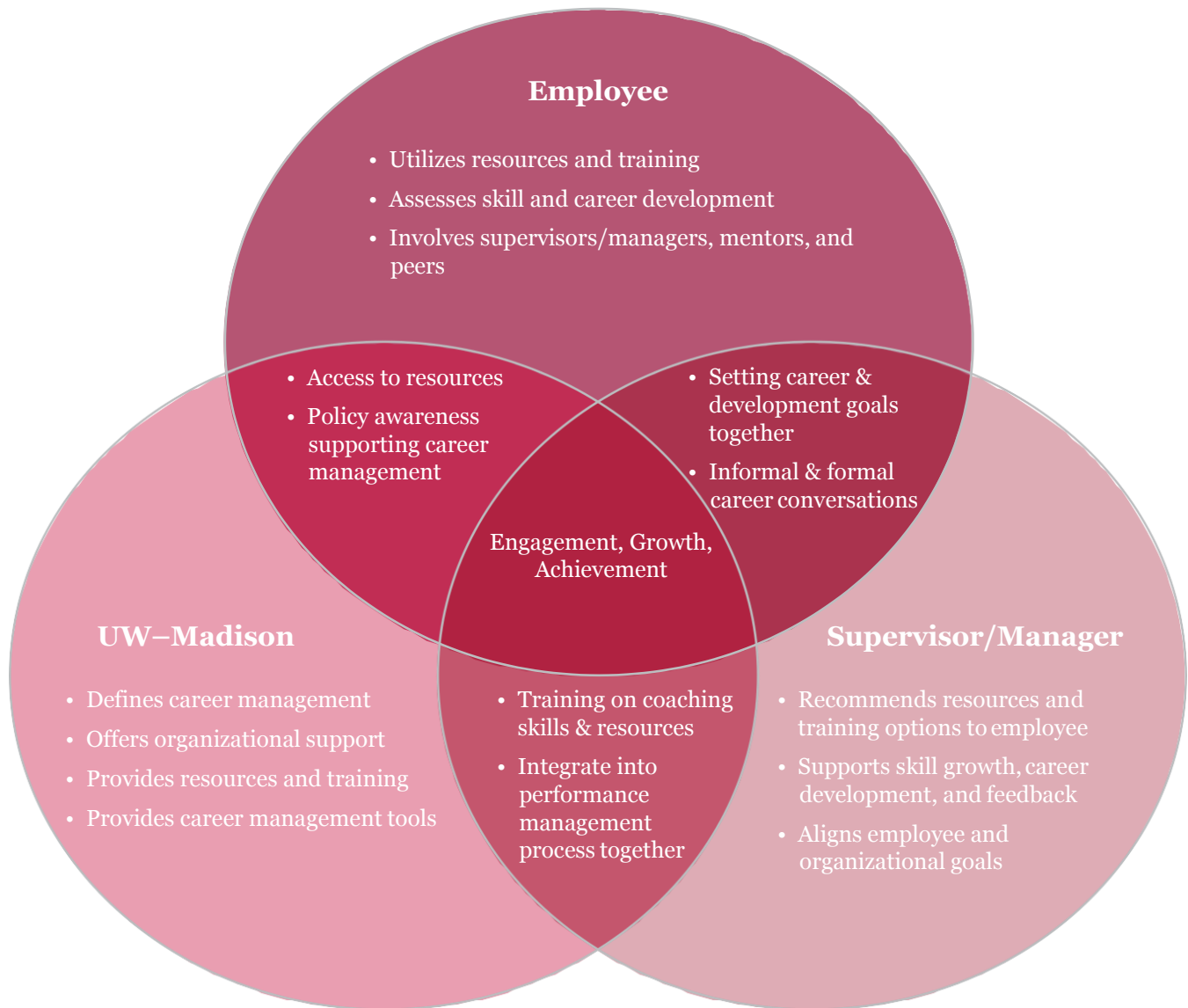
Union South

Leadership and Management Development Conference assists in the development of leaders and potential leaders within the Madison community in an engaging environment.

**Register for these conferences and other offerings at [talent.wisc.edu](http://talent.wisc.edu)**

**Career Management** is the process of identifying and aligning skills, strengths, and goals with organizational needs and individual well-being.

## Career Management Roles at UW–Madison



**UW–Madison** is committed to providing career management support through policy, online tools, and learning resources.

**Managers** support career management by coaching employees and creating a plan to achieve career-related goals. The manager considers individual skills, strengths, and professional goals and aligns these with UW–Madison strategic plans.

**Employees** will utilize resources to engage in career conversations, goal setting, and professional development planning, and gain awareness of the lifelong impact work has on their cognitive, emotional, and social well-being.



**Continuing Studies**  
UNIVERSITY OF WISCONSIN-MADISON



**Learning and  
Talent Development**  
OFFICE OF HUMAN RESOURCES  
UNIVERSITY OF WISCONSIN-MADISON



# PROFESSIONAL DEVELOPMENT

University of Wisconsin-Madison

## Building Inclusion@UW-Madison



**What:** Courses designed to empower you with knowledge and skills to support and integrate (fully and actively) healthy, inclusive and engaging practices, thereby fostering inclusive workplaces. Are you interested in building capacity for inclusion across campus? Here, you can explore learning opportunities that engage you in:

- Active self-discovery
- Understanding others to leverage the diversity around you
- Integrating inclusive practices within your work unit

**Why:** We all have the right to - and responsibility for creating - an inclusive community that reflects the university's commitment to "creating a welcoming and inclusive community for people from every background". Learn and practice strategies to embrace fresh ideas, hidden talents, and collective contributions in a way that makes all people feel like they matter and belong.

**Contact:** Tamie Klumpyan, [tklumpyan@wisc.edu](mailto:tklumpyan@wisc.edu), 608-263-4972

## Conferences



**What:** High-quality professional development tailored for a specific subject matter and audience. Most programs are full day and feature plenary sessions, workshops, and networking opportunities. Symposiums (indicated with \*) are open to members of the Madison community.

- Office Professionals Conference\*
- HR@UW Conference
- Teaching and Learning Symposium
- Women and Leadership Series\*
- Leadership and Management Development Conference\*
- Employee Career Conference
- Wellness Symposium
- Research Professionals Conference

**Why:** Each conference is designed to increase knowledge and help achieve excellence in job responsibilities, while supporting career development.

**Contact:** Nancy Kujak-Ford, [conferences@ohr.wisc.edu](mailto:conferences@ohr.wisc.edu), 602-265-8982



Learning and  
Talent Development  
OFFICE OF HUMAN RESOURCES  
UNIVERSITY OF WISCONSIN-MADISON

The Learning and Talent Development department is the campus leader for professional development for UW-Madison and UW Extension faculty and staff. Our programs help promote and support healthy, inclusive, and engaging work environments.

To register for free and low cost courses, visit our website at [www.talent.wisc.edu](http://www.talent.wisc.edu).  
Like us on Facebook @LearningAndTalentDevelopment

## Thrive@UW-Madison



**What:** A series of courses that allows all employees to develop self-awareness and effectively contribute to their teams. Courses can be taken in any order.

**Why:** According to the *Harvard Business Review*, employees who develop greater self-awareness are more confident and creative. They also make sounder decisions, build stronger relationships and communicate more effectively. These interactive workshops will position you to thrive in your current role and beyond.

**Contact:** Lindsay Falkowski, [lindsay.falkowski@wisc.edu](mailto:lindsay.falkowski@wisc.edu), 608-262-4564

## Fully Prepared to Lead



**What:** A competency-based professional development program **for any employee regardless of formal leadership role**. It is integrated with the Leadership @ UW Framework to maintain a consistent, common leadership language across campus. This program defines leadership as personal thoughts, actions, and behaviors to help influence positive change. Leadership can be practiced by anyone at any level.

**Why:** Formal position or authority does not define leadership, therefore all employees have the ability to make a difference in their current and future roles.

**Contact:** Jessica Swenson, [jessica.e.swenson@wisc.edu](mailto:jessica.e.swenson@wisc.edu), 608-890-4715

## Fully Prepared to Manage



**What:** A professional development program **for managers and supervisors**. The program will identify resources available to managers and supervisors, and help them practice skills to thoughtfully and effectively manage their teams.

**Why:** According to Gallup, 50% of US adults have left their job to get away from their manager. By learning practical skills to support your team, you can be a manager employees want to work for!

**Contact:** Julie Kovalaske, [julie.kovalaske@wisc.edu](mailto:julie.kovalaske@wisc.edu), 608-890-0806

## Well-Being



**What:** A program that coordinates well-being opportunities to improve UW-Madison's employees' health, engagement, productivity, and satisfaction. By working with well-being champions within individual campus units first, we aim to expand the culture of well-being campus-wide in partnership with the UWell Partnership Council.

**Why:** Employees who work for organizations that support well-being at work say that they feel like their employer cares about them. As a result, they are more engaged, productive, happier and healthier.

**Contact:** Nicole Youngberg, [nicole.youngberg@wisc.edu](mailto:nicole.youngberg@wisc.edu), 608-260-1769

## PROFESSIONAL AND CAREER DEVELOPMENT

**UW–Madison Division of Continuing Studies professional development programs connect you with highly qualified, credentialed leaders in a wide range of fields. DCS offers noncredit programs in the following areas:**



Continuing Studies  
UNIVERSITY OF WISCONSIN-MADISON

### **NONCREDIT PROFESSIONAL DEVELOPMENT PROGRAMS** [continuingstudies.wisc.edu/professional-development](http://continuingstudies.wisc.edu/professional-development)

- **Behavioral Health**  
Workshops, certificates, and conferences addressing a range of behavioral health topics for psychologists, social workers, counselors, health educators, and other human services providers. Programs share up-to-date research and best practices; and provide relevant continuing education hours.
- **Certified Public Manager® Program**  
Address the challenges and unique demands of the public management profession. Self-directed, group, and individual classes provide accreditation for federal, state, government, nonprofit, and tribal managers.
- **Distance Education Professional Development (DEPD)**  
Integrate strategies for excellence in online teaching and learning into the classroom. Extensive online certificates, conferences, workshops, and customized training bring strength to any online learning environment.
- **Leadership, Management, and Workplace Skills**  
Lead your team to remarkable results and successfully contribute to critical organizational goals. Conferences, certificates, customized training, and classes provide executives, supervisors, and managers with the skills to succeed.
- **Professional Coaching**  
Learn to guide, inspire, and empower others to reach their personal and career potential. Choose between two innovative coaching certificates that embody the core competencies of the International Coach Federation.



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### CREDIT PROGRAMMING

- **University Special students | [acsss.wisc.edu/special-student-types](https://acsss.wisc.edu/special-student-types)**  
ACSSS admits University special students looking to take courses outside a formal degree program. These Special student types range from preparing yourself for undergraduate degree-seeking status, taking prerequisites for a graduate or professional program, or even a Capstone Certificate (see Advance Your Career).
- **Badger Ready | [acsss.wisc.edu/badger-ready](https://acsss.wisc.edu/badger-ready)**  
If you have at least 24 transferable credits but no 4-year degree, been out of school for a few or more years, and may not currently qualify for UW-Madison transfer admission, Badger Ready may be an option for you to complete your degree at UW-Madison.
- **Advance Your Career | [advanceyourcareer.wisc.edu](https://advanceyourcareer.wisc.edu)**  
Capstone certificates and professional master's degrees that target emerging workforce demands. Our programs are offered in flexible delivery formats that fit the lives of working adults.

### ADULT CAREER AND SPECIAL STUDENT SERVICES | [acsss.wisc.edu](https://acsss.wisc.edu)

If you are thinking about changing careers or returning to school (regardless of what school) but aren't sure where to start, staff at Adult Career and Special Student Services can help. We offer an array of services for adults who want to explore career options or continue their education. You can schedule an appointment to meet with a counselor or advisor, participate in one or more of our workshops, visit our career resource library, and/or utilize our online resources.



# MAP OF UNION SOUTH

