**Membership Development**

**4.10** **Careers Roundtable – Georgia Section**

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| **1. Section, Branch** | Georgia Section |  |
| **2. Section/Branch Size** | Large |  |
| **3. Project Contact** |  |
| Name | Melissa Wheeler |
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| **4. Project Category** | Membership Development |
| **5. Project Description** | The Careers Round Table is a group of unemployed and underemployed ASCE members that meet regularly to discuss industry trends and career topics helping its members to build leadership skills and position for their next career opportunity. |
| **6. The Process**(What you did, When and How) | In 2009 when the economy left many Section members looking for new career opportunities, it became obvious that the Section needed to step in and help our members. The Employment Round Table, which later became the Careers Round Table, was initiated to provide networking opportunities, mentoring and career support for our displaced members. Working together, the Round Table members shared experiences, conducted mock interviews, reviewed resumes, and spread the word about job opportunities that might be a good fit for someone in the group. The group organized field trips, invited speakers on career and leadership development related topics, and continued to meet during the summer months when the Section is typically on hiatus. |
| **7. Those in Charge** (Committee, Task Committee, Etc.) | The Round Table leadership is made up of its members with oversight from seasoned Section leaders. Leading this group and organizing monthly meetings and other activities gives its members the opportunity to grow and develop new skill sets for their future careers. The leadership of the group negotiated several advantages with the Section. These included a small budget to secure several low-cost speakers for the Round Table meetings and discounted or free admission for the monthly Georgia Section meetings for Round Table members who may not be able to afford the cost of the meeting. |
| **8. Time Frame**(When Started, When Completed) | The Georgia Section meets between September and June, on the first Friday of each month beginning at 11:30 am. Since its inception in June - August 2009, the Round Table meets on the same day from 10- 11:30 am. The event is free and requires no prior registration. Non-members, Section members and employers are welcome to attend the Careers Round Table prior to joining the Section meeting which is held in an adjacent meeting room. The Round Table also meets at other events including during the summer months. |
| **9. Success Factors**(The Parts that Worked Really Well) | The use of our Section webpage to market the group was successful. In addition, ASCE members made announcements at Section meetings and meetings of the ASCE Branches and Institutes. For this purpose, a brochure was created and passed out explaining the objectives of the group and inviting people to the meetings.The Careers Round Table experienced a high rate of success. An Excel spreadsheet was used to track members and keep track of the rate of job placement. Some of the most successful initiatives included:* + - Photographer sessions: Held at two Section meetings offering a professional photo for $10 for ASCE members and free for Round Table members.
		- Resume Workshops: Conducted several times a year often combined with mock interviews and presentations on the latest industry trends.
		- CPA services and advice: Invited speakers presented on taxes, financial planning, deductions and other financial issues related to job hunting.
		- Interviewing Sessions: Conducted several times a year often combined with resume reviews and presentations on the latest industry trends practice. During a session the members rotate so that each member can interview and be interviewed 2 to 3 times. Receiving valuable feedback and learning more about each other is appreciated by all.
		- Volunteering Opportunities: Group members were encouraged to serve as “volunteers” to key events within our chapter which allowed them free access to PDH credits required for the P.E. license.

Field Trips: Conducted several times a year usually during the summer months when the Section does not meet. |
| **10. Setback Factors**(The Parts that did Not Work Well) | With the job market looking better in the Atlanta area, we did not do a good job with long-term planning for leadership of the group. This group has disbanded after several years of success. We believe that if this group is needed in the future as a networking place for engineers in transition, hiring managers, and students or recent graduates looking for jobs, we will be able to use the model to stand the group up again.  |
| **11. Creativity**(This is something off the wall that we did) | It was very helpful to members of the Careers Roundtable and our Section members to get a reasonably priced headshot to utilize for business purposes. |
| **12. Administration**(What was most Important?) |  |
| **13. Follow-Up**(What was most important?) |  |
| **14. Recommendations**(What you should ALWAYS do with this project?) | Allow for flexibility due to the nature of the group’s needs. |
| **15. Cautions**(What you should NEVER do with this project?) |  |
| **16. The Outcome** | Many of the members credit a new career opportunity as a benefit of being a part of this group.  |
| **17. Ongoing Activity**(Would you do it again?) | ABSOLUTELY. |
| **18. Speaker Contact Information** (person from your Region who would be willing to speak about the Best Practice) |  |
| Name |  |
| Address |  |
| Phone Number |  |
| Email |  |
| **19. Additional Comments** | This Best Practice includes the following attachments:* Careers Roundtable Invitation
* Information about the incentives of attending Careers Roundtable
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If you are a civil engineer (or related field) in transition or a recent graduate looking for employment, please join us at the Round Table for a brisk hour of discussion and networking.

We will be sharing key industry information for employment opportunities, economic indicators and trends affecting the profession to support your job search. Participants are encouraged to exchange resumes for objective, tactful reviews. We also have timely speakers and regular workshops to KEEP you employed once you’ve connected into a great job.

The Round Table also welcomes recruiters and employers searching for high quality engineers actively engaged in their career and supporting the profession.

GA Section of ASCE invites you to join the

***Careers Round Table Meeting on the first Friday of each month from***

***10 – 11:30 am***

* FREE event and no prior registration required
* Non-members, section members and employers welcome
* The section luncheon meeting starts at 11:30 in an adjacent meeting room



**Contact Us**

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**Visit us online for upcoming meetings** [**www.ascega.org**](http://www.ascega.org/)

AMERICAN SOCIETY OF CIVIL ENGINEERS

Georgia Section

*ASCE GA*

*C AREERS ROUND TABLE*

Networking and career development, workshops and more for civil engineers and professionals in related fields

ASCE GA

CAREERS

RO UN D TA BL E

*Georgia ASCE supports transitioning engineers while building YOUR future value as a professional and leader.* ***YOU ARE NOT ALONE****. ASCE*

*understands YOUR work is most vital to your success after you leave the office. The Round Table provides innovative ways to help you find the BEST fit for your UNIQUE skills:*

► **NETWORKING**

workshops for effective AND efficient connections, not just to your next employer but as you grow in your field – it’s your money and your time…why waste it?

► **FREE** resume reviews by colleagues in YOUR field- feedback for best employers to consider, regular meetings and a “buddy” system to keep you connected.

► **KNOWLEDGEABLE**

speakers relevant to your job search – how recently placed individuals succeeded, key employed colleagues and leaders keep you informed of industry TRENDS, improving YOUR interviewing and marketing skills.

► **LEADERSHIP** training and powerful resume builders to get you noticed.

► **ONLINE LINKS** in one place to the resources YOU need NOW –secrets and tips for extending your money, other key network groups, and sources to guide your job search.

► **CERTIFICATIONS** you

want and need require the synergy of TIME and MONEY-come find creative ways to obtain certifications and skills on a budget, get CEUs, PDH’s and resources to support your P.E.