

Instructions to Alumni Speakers for Preparing Presentations

Following is a suggested format for members of the Liberal Arts Alumni Speakers Forum to use when preparing presentations. This is a compilation of typical information students like to know.

1. **The story of your career path**

- A brief description of your Liberal Arts education at SWT/Texas State
- How did you become involved in your particular occupation? What was your career path?
- How did your Liberal Arts degree help you to get where you are today?
- What other professional training and/or mentors helped you get to your current occupation and/or position?
- What do you like most and/or least about your job?
- Can you relate a story (or stories) about interesting things that have happened to you in your career?
- What are your proudest accomplishments? What would you do differently if you were starting your career all over again?

2. **What skills, personality traits and interests are needed to succeed in your career field?**

3. **What are the typical work activities and settings for jobs in your career field?** “Everyday” tasks? Extraordinary opportunities?

4. **How can students best prepare for entry into your field?**

- What classes in the major or minor relate most to your career?
- Other post-graduate training/education?
- Possible internship suggestions?
- Associations or activities that will help entry into your career field?

5. **Practical information (salary/promotion)**

- Entry-level and mid-level career opportunities in the field?
- Salary range for entry-level hires; mid-level; senior level (in today’s dollars)?
- Employment outlook and trends in this field?

6. **Other information, tips or resources that can assist students in their career paths?**