

Contents of the Green Careers Guest Lounge Toolkit

This resource forms part of the **Green Careers Lounge Toolkit** that includes guides and resources to plan **Green Careers Guest Lectures** for your **Green Careers Lounge**.

Planning your Green Careers Guest Lecture

Convening your Careers Lounge

Green Professionals Directory

Green Career Cards

Green Careers Flash Stick with print ready files for posters and career cards and a Power Point Template for the guest lecturer

Careers Decision Making Tool Flash Stick

Exploring Careers for Biodiversity CD



Planning your Green Careers Guest Lecture

Guest lectures provide a good captive audience for learning about careers for biodiversity. Suggestions and resources are offered to support you in planning your guest lecture. Additional tips are provided for briefing the guest lecturer to provide students with careers information to make career and learning pathway decisions.



GreenMatter®

Careers for Biodiversity

Printed on SAPPI Triple Green Paper

www.greenmatter.co.za



Securing Inputs

The **Green Professionals Directory** provides information of professionals willing to offer a guest lecture on careers for biodiversity. These contacts are arranged regionally for ease of access and travel.

Which careers would you be most interested in knowing more about? Have this discussion with your students to identify interesting careers for the guest lectures. Invite inputs from your fellow students using a suggestions box or listing on the faculty or department notice board. Search the directory to identify appropriate professionals for the careers listed. Plan an annual programme for different **Green Career Guest Lectures** across the academic year. Students are then exposed to a broader scope of careers for biodiversity.

Contacting Professionals for inputs

Use the details provided in the **Green Professionals Directory** to contact your guest lecturer. Whereas these professionals have agreed to be included in the directory, work commitments will determine their availability.

Start with an email request for inputs into the guest lecture. This might be the easiest way to get hold of your prospective guest lecturer. Timeous notice and confirmation will ensure success in securing the guest lecturer for your chosen time.

Explain the referral through the GreenMatter Biodiversity Careers for University Students Programme in your first approach.



Briefing Guests

A number of resources and suggestions are available to brief the guest lecturer.



The **Power Point Template** on the **Green Careers Flash Stick** guides the content of the guest lecture.

Encourage the guest lecturer to insert personal career and learning pathway development stories. Students relate well to slides that are more visual and less text heavy. Encourage the guest lecturer to use many pictures and video clips.



The **Exploring Careers for Biodiversity CD** provides students with information on options in career fields, including Conservation Research, Policy and Governance, Conservation Management, Conservation Planning and Conservation Outreach, Education and Extension.

The guest lecturer could use this CD as an introduction to careers for biodiversity generally or select specifics for their particular career field.

You could also use this CD as a precursor to the guest lecture or an introduction to the series of career activities for your career lounge.



23 Green Career Cards are included as 'take home' resources for students. Hand these out at your career lounge activities. This might however distract students from the actual details of the activity, but could also provide them with an immediate point of reference. Or hand them out at the end of your careers lounge afterward to take away.

Distribute the Career Cards either in the full set or career cards in the career field being presented or the career card showing only the specific career presented.



The **Career Decision Making Tool** is included to help students translate careers information into personal decisions about careers and learning pathways.

Share this tool with students after the **Green Careers Lounge**.



The resource **Presenting your Green Guest Lecture** included in the toolkit provides briefing notes for the guest lecturer.

You could either pass this on directly to the guest lecturer for preparation or use this guide for your own planning.



Notes:

This resource has been developed as part of the Biodiversity Careers for University Students Programme. Led by the World Wide Fund for Nature in South Africa (WWF-SA) this programme contributes to the sector wide GreenMatter Initiative to develop skills for biodiversity in South Africa.

Aimed ultimately at enabling access and use of biodiversity careers information amongst university students for decision making about careers and learning pathways, this programme is structured around four key career guidance initiatives:

Green Careers Lounge providing an informal space for students to meet and interact with professionals for biodiversity

Green Guest Lectures with professionals in biodiversity visiting universities and presenting guest lectures on green careers

Green Careers Excursion taking a group of students to visit various employers for biodiversity to experience green careers in the field and / or workspace

Green Open Days and Career Centres providing resources and information on green careers

These initiatives will be piloted at selected universities through collaboration between WWF-SA and university constituents including academic staff, career counselling and development staff and student associations.

Authors: Glenda Raven, Lameez Eksteen and Zoe Visser
Published in 2014 by GreenMatter Biodiversity Careers for
University Students Programme
