

THE EMPLOYMENT READINESS EXPERIENCE

*BUILDING A FOUNDATION FOR
FUTURE EMPLOYMENT*



2026 Fall Semester

The Employment Readiness Experience (ERE)

The **Employment Readiness Experience (ERE)** offers a semester experience focusing on professional skills, communication, and career exploration. The ERE is a building block to get students one step closer to landing an internship or job after Landmark. Students will enroll in a class and spend time working in an office on campus. Time in class will allow students to explore and examine their work experience, while learning skills needed to be successful in the workplace.

The Class: BUS 1300 (3 Credits)

The course will focus on having students understand what professional skills are and how they can be developed and implemented in the workplace, while also giving students an opportunity to explore their career values, articulate current work experiences for future employment, and carry out future job searches independently. By the end of the course, students will be able to identify and demonstrate the essential career competencies of communication, problem solving, teamwork, and professionalism. Students will engage in independent reflection, case studies, group activities, and discussions to learn course material, and will actively apply new skills learned in the classroom to their concurrent employment experience. Assessment will be based on class participation and a final presentation. This course fulfills the ALTERNATIVE EXPERIENCE REQUIREMENT.

The Application Process

Deadline: March 13, 2026

To complete the application, visit our website by using the link below:

www.landmark.edu/ERE

Once you submit your application, you will be contacted by a member of the Career Connections team to schedule an interview. The interview will focus on why you want to participate in the program, what you are hoping to gain from it, and any relevant skills or experiences you have had that would apply to the program. Be aware that the ERE program has a capacity and Career Connections reserves the right to close the application process prior to the deadline if we receive qualified applicants.

Who are we looking for

While any student can apply to the ERE, preference will be given to:

- Students who have completed two semesters at Landmark by the start of the program
- Students who lack a previous paid work experience (or have very limited experience)
- Students who are eager and have real interest in learning more about the world of work

Job Shadowing Option

If the Career Connections staff determines that an ERE applicant needs further career readiness development before enrolling in the program, we may suggest the student engages in a job shadow experience first. For example, the student might be assigned to a campus office where they would engage in 3-4 sessions to observe a Landmark employee. Career Connections would organize the job shadow experience, provide the student with guided questions, and coach them throughout the job shadow experience. Upon successful completion of the job shadow, the student would be encouraged to reapply to the next cycle of ERE.

Paid/Credits

Students will be earning 3 academic credits and be **PAID** (up to \$600). Vermont minimum wage \$14.42/hour.

Daily Schedule (Sample)

Class will be held during the week, class time TBD.

Students will work for 2-3 hours per week. Time will be organized between student and supervisor once on campus.

Important Dates

Application Due Date: Friday, March 13th (last day of classes before Spring Break)

Interviews: Career Connections Team will email students to schedule interviews until Friday March 27th

First Day of Class: August 31st

Questions

Email careerconnections@landmark.edu