



Forté

More Women Leading



# Forté Career Ready Certificate Overview and Syllabus

# BY EARNING YOUR FORTÉ CAREER READY CERTIFICATE, YOU WILL:



Make a great impression on top employers. Build confidence by leveraging Forté's exclusive resources. Learn how to best position yourself for employer interaction.



Consider business options. Explore career opportunities, learn about MBA programs, and attend women's leadership events and workshops.



Gain access to an exclusive and vibrant community committed to #MoreWomenLeading. Connect with Forté and business leaders, MBA and undergraduate students, and career influencers. Share ideas through participation in discussions, professional development webinars, and conferences.



Learn about the opportunities and challenges women may face in the workforce. Gain insights into gender equity in the workplace and take action to make working environments inclusive spaces for all.



Master milestones to earn a Forté Career Ready Certificate. A signal to corporate and business school recruiters you are confident, career ready, and understand the path to excellence and leadership.

# YOU WILL EXPLORE THE NACE CORE COMPETENCIES

Career and Self-development



Leadership

Communication



Critical Thinking

Equity and Inclusion



Technology

Teamwork



Professionalism

# TIME COMMITMENT

The Career Ready Certificate Program can take **approximately 25-30 hours** to complete. It is important to pace yourself and get started on the modules as soon as possible. This program is self-paced and completely online so you can work on learning items as your schedule permits.

## WHAT TO EXPECT



# FUNDAMENTALS UNIT

Modules Include: 1) Set the Stage for Success 2) Women in the Workplace

You will be provided with an overview of Forté and introduced to the concept of career readiness as defined by the National Association of Colleges and Employers. Utilizing industry reports, research papers, and Forté resources, you will explore concepts including but not limited to the gender pay gap and its impact on women globally.

Learning Assignment: Article analysis/research and reflection

## INVEST UNIT SPONSORED BY



Modules Include: 1) Strengthen Your Brand 2) Boost Your Communication Skills 3) Boost Your Leadership Skills 4) Leverage Your Network

You will be introduced to the concept of personal branding and will be encouraged to explore resources designed to further the development of their personal brand. You will receive tools to construct an elevator pitch and learn how to amplify your digital engagement. The importance of developing business communication, leadership skills, and executive presences will be further explored in the Boost Your Communication and Leadership Skills modules. In Leverage Your Network, strategies for developing a strong network and cultivating meaningful mentorship relationships will be offered, along with tips for conducting a successful informational interview.

Learning Assignment: Case study



# CHAMPION UNIT

Modules Include: 1) Corporate Social Responsibility 2) Advance Diversity, Equity, and Inclusion

Corporate social responsibility is becoming increasingly important to job seekers. This module provides an overview of how companies practice being socially responsible. Advancing Diversity, Equity, and Inclusion involves understanding elements that make up an inclusive culture. You will learn about different frameworks that support inclusivity and mitigate against workplace biases. You will also understand the importance of teamwork and collaboration in a professional setting.

Learning Assignment: Program design

# EXPLORE UNIT

Modules Include: 1) Learn the Value of Being in Business 2) Investigate the Financial Services Sector 3) Analyze the Consulting Industry and 4) Research the Technology Industry 5) Optional tracks include exploring our corporate partner and their company profiles

These modules are designed to provide an industry snapshot and a roadmap to different career paths within financial services, consulting, and technology industries. You will hear from professionals in these areas and understand how their majors, co-curricular activities, and experiences can translate into successful careers in these sectors. You will also have the opportunity to engage in virtual work experiences and simulations to expand their understanding of different roles.

Learning Assignment: Informational interview



# PROGRAMMATIC ELEMENTS

1

Pre and post assessments to measure confidence  
End of cohort survey

2

Live Workshops that will help further  
your knowledge in career readiness topic areas  
and open office session for support

3

Research papers, articles, blog posts, podcasts,  
workshop videos, case studies, reports

4

Quizzes, companion worksheet for reflection,  
discussion forum, Forage simulations

# BENEFITS OF BEING A CAREER READY CERTIFICATE EARNER



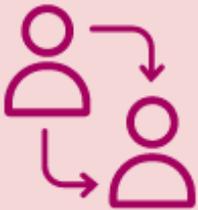
## **KNOPMAN MARKS SECURITIES INDUSTRY ESSENTIALS EXAM PREP SCHOLARSHIP**

Prepare for the Securities Industry Essentials Exam with a program scholarship to boost your finance knowledge and showcase your skills to potential employers.



## **ADDITIONAL TRAVEL FUNDING FOR CONFERENCES**

Receive additional travel funding for our fall professional development conferences. To learn more about our conferences, scan the QR code!



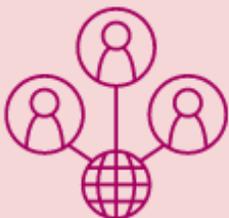
## **1:1 CAREER COACHING AND RESUME BOOK FEATURE**

Share your career goals with our team, create an action plan to achieve them, and be featured in our resume book, sent to Forté corporate partners and business schools for internship and job opportunities.



## **CREDLY BADGE AND FEATURE ON WEBSITE**

Receive a Credly Professional Badge that can be showcased on LinkedIn. Be featured on our website, blogs, and other marketing materials, highlighting your accomplishment!



## **FORTÉ ACCESS NETWORK MEMBERSHIP**

Connect with the extensive Forté community of leaders to network, find a mentor, or search for an employment opportunity! Enjoy the perks of connecting with women from across the globe at different stages of their career journey!