Smart Choices
Career Planning and Development Service

Smart Choices: A Career Exploration Consultation Service
Human Resources is pleased to announce the introduction of “Smart Choices”, a new series of consultation sessions designed to help employees develop skills and gain experiences that will assist them in advancing their careers. The goal of the service is to provide information and assistance to managers and non-managerial staff interested in identifying and pursuing new or different career paths at the University.

Some of the services offered include assistance with:

• Understanding the importance of personal career interests, skills and workplace values that are consistent with the mission and goals of the University
• Identifying methods of acquiring desired skills and experiences needed for career advancement
• Learning about the current career paths and jobs at WUSTL and WUSM
• Writing/reviewing resumes and cover letters
• Networking within and outside the institution
• Preparing for the best interview

It is important to note that career development is the responsibility of the employee. The role of the Smart Choices consultants is to help current employees develop and meet their career goals through facilitation and guidance. Meeting with a Smart Choices consultant does not guarantee a new job offer.

Smart Choices began on the WUSM campus on December 15, 2014 and starting January 2, 2015 on the Danforth Campus.

Contact Information
WUSM employees should contact Ivory Woodhouse, PHR, GCDF, Career Development Specialist, at 314-362-4986 or woodhousei@wusm.wustl.edu. The WUSM recruitment team previously provided some of the services that now will be provided by Ivory. WUSM recruiters will continue to be the main contact for displaced employees.

WUSTL-Danforth Campus employees should contact Alfreda Brown, MA, HR Consultant – Career Development at 314-935-8311 or alfredabrown@wustl.edu. Alfreda is also the Danforth campus contact person for displaced employees.

HR recruiters on both campuses will continue to be the main contact for employees looking for immediate placement into open positions.