

Career Services

Fall 2009 Program Calendar

SEPTEMBER 2009

- 8th (Tue) On Campus Interviewing Prep Session** Learn about procedures, registration, and interview skills. *Required for students planning an On Campus Interview.* 12:15-1pm OR 4:15pm-5pm; Interfaith Chapel, Hogg Hall
- 10th (Thu) Interview Like a Pro: What You Need to Know!** Recruiter advice, right from the source! 12:15pm-1pm; Interfaith Chapel, Hogg Hall
- 11th (Fri) Resume Drop Off Day** Drop off your resume for review & pick it up in the afternoon. 9am-2pm, 201 Hogg Hall
- 14th (Mon) Resume Riot: Prepare for the Career Fair!** No appointment needed! Stop in for a quick critique. 9am-4pm, 201 Hogg Hall
- 14th (Mon) Navigating the Career Fair** Working the room at the Career Fair. Employer advice! 12:15pm-1pm, Interfaith Chapel, Hogg Hall
- 16th (Wed) Applying to Law School for Juniors & Seniors** 12:15pm-1pm, Hugel 100 *Register on the College Calendar of Events*
- 16th (Wed) CAREER FAIR** Employers come to campus to find YOU for jobs and internships. *Business attire is mandatory.* 4:30-8pm, Marquis Hall
- 21st-25th (M-F) Recruiters in Residence Mock Interview Week** Space is limited. Sign-up on Job Vault
- 21st (Mon) eCareer Prep: Resources 24/7** Learn about resources such as targeted search engines, mock interviews, and your personal career portfolio all available to you on demand. 12:15pm-1pm; 224 Oechsle Hall
- 22nd (Tue) eCareer Prep: Resources 24/7** Learn about resources such as targeted search engines, mock interviews, and your personal career portfolio all available to you on demand. 4:15pm-5pm, 224 Oechsle Hall
- 24th (Thu) Winning Resumes: Rise to the Top in a Down Economy!** Taking a basic resume to the next level. Learn how to make your resume stand out! 12:15pm-1pm; Interfaith Chapel, Hogg Hall
- 25th (Fri) Sell Your Story: The Art of Cover Letter Writing** Beyond the basics. Tips for writing a cover letter that highlights your unique qualifications and puts you a step ahead of the crowd. 12:15pm-1pm; 224 Oechsle Hall
- 29th (Tue) Marketing Your Study Abroad Experience** Learn how to clearly articulate your unique & valuable experience. 7-8pm; 224 Oechsle Hall
- 30th (Wed) All About the LSAT for Juniors** 12pm-1pm, Hugel 100 *Register on the College Calendar of Events*

OCTOBER 2009

- 6th (Tue) The Clickable Career Search** Learn about valuable online resources, beyond the Job Vault, that are available to help you navigate the process of finding job and internship opportunities. 12:15pm-1pm; 224 Oechsle Hall OR 4:15pm-5pm; Interfaith Chapel, Hogg Hall
- 9th-10th (Fri/Sat) Law School Forum in New York** Register at www.lsac.org
- 15th (Thu) FINANCE NIGHT IN NEW YORK** Don't miss this opportunity to meet and talk with alumni representing the finance industry. Transportation provided. *Sign-up & refundable deposit required.* 6:30pm-8:30pm, The Princeton Club, New York City
- 17th (Sat) Kaplan Graduate Tests** GRE, MCAT, LSAT. *Register on the College Calendar of Events*
- 19th (Mon) The Externship Process Made Easy** Not sure what to do? Come and find out! 12:15-1pm OR 4:15pm-5pm; Interfaith Chapel, Hogg Hall
- 20th (Tue) Resume Writing for First Years & Sophomores** Learn how to prepare a resume that will make you stand out. 12:15pm-1pm OR 4:15pm-5pm; Interfaith Chapel, Hogg Hall
- 20th (Tue) Advice from Young Alumni Dinner Panel: Online Networking Do's, Don'ts, and Experiences** Alumni share their experiences utilizing online networking tools including etiquette, tips for success, and lessons learned. *Sign-up & refundable deposit required.* 6pm-8:30pm, Faculty Dining Room, Marquis Hall
- 22nd (Thu) Thinking About Graduate or Professional School?** Tips for getting started, resources to help, and timelines to get you there. 12:15pm-1pm OR 4:15pm-5pm; Interfaith Chapel, Hogg Hall
- 23rd (Fri) Resume Riot** No appointment needed! Stop in for a quick critique. 9am-4pm, Career Services, 201 Hogg Hall
- 23rd (Fri) Columbia University Consortium Engineering and Technology Career Fair** *Transportation provided with required sign-up and refundable deposit.* 10am-4pm, New York City
- 27th (Tue) Take a Year On: Consider a Service Program after Graduation** An alternative to graduate school or employment, a service program can offer a unique experience. Come learn more! 7pm-8pm; Interfaith Chapel, Hogg Hall
- 28th (Wed) Federal Job Search** How to find federal opportunities, apply for them, and tips for navigating the process. 7pm-8pm, 224 Oechsle Hall
- 29th (Thu) The Liberal Arts Difference: Why Employers and Graduate Schools Want You!** You have what it takes! Gain tips for identifying and marketing your skills on paper and in person. 4:15pm-5pm; Interfaith Chapel, Hogg Hall

NOVEMBER 2009

3rd (Tue) The Three Secrets to Finding the Job You Love. Susan Berg, Ph.D., author of Choose on Purpose will show you how to find work you love by getting clear on what you want and ways to go after it. In this active, fun-packed workshop we'll get your heart pumping and your mind sharpened. You'll learn to both cope with your stress and make things happen. Marlo Rooms, Farinon Student Center, 7:00pm-9:00pm

5th (Thu) Careers with Social Impact: Public. Private. Nonprofit. Gather information from and network with representatives from a variety of organizations that embrace responsibility for the social and environmental impact of their actions. DeSales University, 6:30pm-8:30pm

11th (Wed) Making Green While Going Green Alumni Dinner Panel: Environmentally-Focused Careers Alumni share their experiences in environmentally-focused and conscious careers, organizations, and industries. *Sign-up & refundable deposit required.* 6pm-8:30pm, Faculty Dining Room, Marquis Hall

12th (Thu) The Internship Voyage in a Stormy Economy Come and learn how & where to begin...and why so soon! 12:15pm-1pm; Interfaith Chapel, Hogg Hall

17th (Tue) First Year & Sophomore Cover Letter Writing Preparing your first cover letter; do's and don'ts to get you rolling. 12:15pm-1pm OR 4:15pm-5pm; Interfaith Chapel, Hogg Hall

17th (Tue) Cable Mavericks Chris McCumber '89, Sr. VP of Marketing & Brand Strategy for the USA Network, talks to you about his media career and experience with brands such as NBC, ABC, CBS, Fox/NewsCorp, Disney, HBO and many more! Come find out how this Gov/Law major transitioned from Lafayette to the world of New York media and has found success there for the last 20 years. Time & location TBD

19th (Thu) & 20th (Fri) Externship Orientation Find out what to expect and what is expected of you! *Required for students planning an Externship.* 12:15pm-1pm OR 4:30-5:15pm; 224 Oechsle Hall

CLASS MEETINGS

SENIOR MEETINGS: REQUIRED! (1 hour)

9/2 (Wed) **Engineering**
4:30pm or 7:30pm; 224 Oechsle

9/3 (Thu) **Social Sciences**
4:30pm or 7:30pm; 224 Oechsle

9/3 (Thu) **Natural Sciences**
4:30pm or 7:30pm; 104 Kirby

9/3 (Thu) **Graduate School**
7:30pm; Interfaith Chapel

9/9 (Wed) **Graduate School**
4:30pm; Interfaith Chapel

9/9 (Wed) **Humanities**
4:30pm or 7:30pm; 104 Kirby

JUNIOR MEETINGS: REQUIRED! (1 hour)

9/10 (Thu) 4:30pm

9/10 (Thu) 7:30pm

9/11 (Fri) 12:15pm

All in 224 Oechsle



FIRST YEAR GATEWAY MEETINGS

Sign-up required in the Career Services Office

Join us to discover what the *Gateway* Program & Career Services is all about.

Listen to current *Gateway* students talk about their experiences & how *Gateway* has worked for them.

October

1st (Thu) 4:15pm-5:00pm

5th (Mon) 12:15pm-1:00pm*

16th (Fri) 12:15pm-1:00pm*

21st (Wed) 4:15pm-5:00pm

26th (Mon) 12:15pm-1:00pm*

27th (Tue) 4:15pm-5:00pm

29th (Thu) 12:15pm-1:00pm*

All meetings in Interfaith Chapel, Hogg Hall

*Lunch available at noon meetings.

Your First Resume for First Year Students in 224 Oechsle Hall

Learn what to include and what not to include on your first college resume!

NOVEMBER

5th (Thu) 4:30pm-5:15pm

6th (Fri) 12:15pm-1:00pm

9th (Mon) 4:30pm-5:15pm

10th (Tue) 12:15pm-1:00pm

11th (Wed) 12:15pm-1:00pm

SPECIAL EVENTS

Career Fair

Wednesday, September 16th, 4:30pm to 8:00pm; Bergethon Room, Marquis Hall
Employers come to campus to find **YOU**. *Business attire is mandatory.* No sign-up required.

Recruiters in Residence Week

September 21st through 25th

Your chance to meet with employers on campus to help you gain a better understanding of the interviewing process.
Your resume will be required at the time of your online Job Vault registration and space is limited...don't delay!

GRADUATE SCHOOL TESTING

September 26th (Sat) LSAT (Law School Admissions Test) 8:00am-1pm, Simon Auditorium. Register online: www.LSAC.org by 8/25/09.

November 7th (Sat) GRE Subject Tests. 8:00am-1pm, Simon Auditorium. Sign up online at www.ets.org by October 2, 2009.