



CareerStreet

A Publication of the Macalester College Career Development Center
Vol. 11 - April 8, 2004

" Just as conflict never occurs in a vacuum, so peace is never simply a matter of signing agreements or treaties. It always has to be built from the ground up."

- Kofi Annan, Jan. 22, 1999



[PDF Printer Version](#)

DID YOU MISS AN ISSUE?

[\(See previous issues here.\)](#)

How do you like the CDC CareerStreet Newsletter?



We would appreciate your feedback. [Please complete this brief survey](#) in order for us to evaluate how we may further provide the information you need.

Thank you for your interest.



Beyond the Piggy Bank

The Career Development Center and Financial Aid Office have teamed up to provide you with information on managing your personal finances. We hope you find the information useful. This newsletter's topic is:

["Financial Advice for Your Twenties "](#)



Hot Jobs..

Find details on these opportunities on our web

Featured Article

MAKING A SUCCESSFUL TRANSITION FROM COLLEGE TO CAREER: TIME FOR A REALITY CHECK

by **Randall S. Hansen, Ph.D. and Katharine Hansen**

"[The real world] is a big change, more then you can ever imagine when you are sitting in the classroom thinking about the outside world!" -- Anonymous business-school grad

For many seniors, the time leading up to college graduation and the start of a first job is often chaotic and stressful. You are trying to complete your college career without too much of a senioritis meltdown while dealing with the demands of job-hunting, interviewing, and facing the reality of the end of schooling (at least for the foreseeable future).

In all our discussions with college seniors and recent college graduates, eight issues arise time and time again as the keys to making a successful transition from life as a student to life as a productive employee. Understanding these issues and being prepared for them before they occur should help you make a smoother transition.

Are you ready for a reality check? Here are the eight critical issues facing you in the near future.

1. Time-Related Factors

Some students are very adept at planning their college schedules so they have only afternoon classes or

Macalester at Work

by **Liz Bartels, '04**
 CDC Student Staff



Mac Alum Epi Katjuongua '96
 Epi, whose home is in Namibia, attended United World College in Wales before coming to Macalester. After graduating from Mac, Epi went on to receive her masters in Agricultural Economics from Michigan State University and is currently working there on her PhD. in the same field.

CDC: Why did you decide to come to Macalester?

EK: The international spirit of Macalester College in addition to its challenging academic environment attracted me to Macalester. I truly had a great experience at Macalester College. It was a time of exploration, 'care-freeness', questioning, really enjoying life while being focused.

CDC: Did you know that you wanted to major in economics when you came to Macalester?

site under [Grand Avenues](#).

Private Client Research Associate

**Piper Jaffray
Minneapolis, MN
Deadline: 4/15/04**

Full Time. Job #1934

Work with the Fixed Income Strategist to develop and maintain strategy ideas, conduct background research, assist in portfolio reviews and in the development of fixed income marketing materials.

**Finance Intern
Land O' Lakes**

**Arden Hills, MN
Deadline: 4/15/04**

Minimum commitment: three months. Sophomore, Junior or Senior status.

Assist in the analysis of borrower financial information,utilizing the Farm Equity Manager software program. Participate w/department team in the collection of borrower financial information, Review and audit credit files, Special projects, Assist with portfolio mgt and risk analysis functions, Obtain necessary documentation for loan closings.

VISTA

**AmeriCorps
Middlebury, VT
Deadline: 6/1/04
Living Stipend**

Vermont Campus Compact AmeriCorps VISTA program is looking for people to fight poverty as organizers, builders and catalysts for change. Serve one year at a participating college, working with students, faculty, administration, and local communities to build volunteer and service-learning programs on the campus and mobilize the resources of higher education to serve the needs of the community. By coordinating the integration of service and academics, you will effect

classes only on certain days of the week, and it's these students that have a hard time facing the reality of going to work every day, five days a week, from as early as 6 or 7 in the morning to 6 or 7 in the evening. And it's not like the 8 a.m. class that you often skipped when you hit the snooze button too many times on your alarm clock; show up late once too many times and you'll find yourself unemployed.

Another time-related harsh reality is free time and vacation time. In college, you get used to taking long weekends away from campus -- on top of extremely long winter and summer breaks. Most colleges also have mid-semester breaks. Unfortunately, most employers are not that generous with time off. You may be lucky to get two weeks of vacation in your first job - but even with those two weeks, because you are one of the newest employees, you may not have much choice as to when you can take your vacation.

The final time factor is time management. You may have thought it was tough managing various group projects, tests, and other activities while in college, but it will be even more of a struggle to manage your time once you are working -- and your future with your employer depends on how well you can manage your time. "There is a huge difference in time management when you have to work 40+ hours and try to have a life on the side," a business grad told us. "I find myself scheduling dinner with people for weeks in advance. College didn't teach me working 40 hours. College didn't teach me a bedtime... but those are all things you learn with necessity. I think if I had worked during my college career... I would have learned that."

On the other hand, some students worked so hard in college that they actually find the working world -- where homework is not necessarily required -- a welcome relief. "I was very busy in college," said Anne Johnson, senior corporate relations

EK: Yes, I knew I wanted to major in economics, but I also took many classes in other areas and majored in psychology as well.

CDC: How do you cope with being away from home for so long?

EK: Great friendships and family support! In addition, I have been blessed with new loving families and friends who have provided tremendous support and joy to my life. Leaving home is like crossing a bridge, and when you are on the other side you get an opportunity to appreciate where you came from. You get an opportunity to question, and you ultimately create new friends and networks that make your family grow even bigger. The whole experience makes you tap into a deep reservoir of strength that we all have and that enables us to adjust and cope with all the challenges.

CDC: What do you do in your spare time? What are your interests?

EK: Spare time? What is that? I enjoy traveling. I always want to see new places and meet new people. Dancing, enjoying great food and wine with friends, running, squash and yoga are some activities I indulge in. I am very interested in women and public health issues, especially AIDS/HIV issues. Although I currently am not as active on these issues as I used to be, I plan on making time in the near future.

CDC: What have you been up to since Macalester College?

EK: I am currently pursuing a PhD. in Agricultural Economics and researching on food security and agricultural trade issues. My current research is on the distributional impact of supermarket expansion in Southern and Eastern African countries, with a particular focus on fruits and vegetable procurement, and the challenges faced by small

sustainable change that serves community needs while fostering leadership and civic engagement in college students. Positions begin in Early August 2004

**Production Intern
WFMP-FM 107
Hubbard Broadcasting, Inc.
St. Paul, MN
Deadline: 4/15/04**

Must do for class credit.
Assist Creative Director in daily department activities. Copy, write and edit scripts. Produce commercial and promotional ads. Operate studio equipment and digital editing systems. Dub and label completed commercials. Participate in development of creative ideas for programming and commercial content.

On-Campus Recruiting

**Americorps
April 13
Information Table:**
Campus Center, Lower Level
11 am - 1 pm

**United Parcel Service
April 15
Information Table:**
Campus Center, Lower Level
11 am - 1 pm

**April 29
Information Table:**
Campus Center, Lower Level
11 am - 1 pm

Upcoming Events

**WORKING FOR CHANGE:
CAREERS, VOCATION &
SOCIAL JUSTICE
Saturday, April 17
10:00 am - 4:30 pm
Macalester College,
Olin-Rice Hall**

coordinator for the U.S. Chamber of Commerce, "so when I started working full-time, without homework and studying, I felt that I had a lot of free time. I tell people that I have had more fun since I graduated college than I did in all four years of college. I have gotten involved in many activities too," said Johnson, a 2002 economics grad from the University of Dallas.

Your college experience may even have helped you learn to manage your time. "While I was in school, I was used to managing a full-course load while participating in a variety of extracurricular activities," a recent grad told us, adding, "someone once told me that being busy is not an excuse for neglecting your personal life because everyone is busy. I have tried to follow this thought and it seems to work the majority of the time."

2. Professionalism in the Workplace

Everyone knows that a certain amount of college is a rite of passage, a time to try different things, be a little crazy or irresponsible. In college, acting unprofessional might result in a bad grade or a lecture from an administrator or professor; in the workplace, acting unprofessionally can get you fired. "Getting the wrong answer means more than just a poor grade," affirmed a recent business-school graduate.

Professionalism also deals with dependability and being a self-starter. "There are some things that you just have to figure out or experience on your own. That's called personal accountability," a business-school grad told us. "A graduate will never have all the answers, and rightfully so. You should always have the zeal to seek out new knowledge and learn from your mistakes. That is what creates uniqueness and personal character."

To succeed, you must be seen as a member of the team that can be

producers. I worked for a couple of years in the private sector before returning to graduate school.

CDC: Where do you see yourself in 10 years?

EK: Touchy question. Make it 5 years. I plan to complete my studies in two years. After that work I would like to either teach and/or conduct research and consulting (international agencies). I want to go back home for a couple of years as well. I hope to continue to make a difference in people's lives and contribute as I pursue my career goals. Of course, a husband and 8 kids are also in the order. :)



Counselor's Corner

INTERNATIONAL STUDENT EMPLOYMENT by John Mountain, Career Counselor Career Development Center

If you're an international student, visa sponsorship can add some complexity to your job search. In this issue, we will be talking about some information and strategies that will be critical to your success. First let's look at some general immigration/visa information:

F1/J1 Visas are the most common student visas. It allows students to stay in the United States while attending a College or University. However, there are some limitations on off-campus employment and internships.

Optional Practical Training (OPT) provides work authorization for up to 12 months. It can be used before or after graduation, but is still limited to a total of 12 months. OPT must be completed within 14 months of graduation.

Looking for a career working for social change? Come to a workshop with skill building sessions and networking opportunities. Explore career options and talk with Twin Cities organizers, activists and teachers. Back for a second year, this popular workshop is sponsored by the Higher Education Consortium for Urban Affairs (HECUA), which is a proud member of the Neighborhood Planning for Community Revitalization (NPCR).

Register by April 9, 2004.
 Registration fee: \$10
 Contact Lauren Swanstrom at 651-287-3305 or lswanstrom@hecua.org

WORLDCONNECTED.ORG Essay Contest

An essay contest sponsored by aWorldConnected.org is open to all Macalester students. The contest has a 5,000 dollar top prize and 10,000 dollars in total prizes. The submission deadline is June 1, 2004.

Essays will be based on two articles about outsourcing. Articles, rules, and more information can be found at: www.aWorldConnected.org/essay.



Web Watch

[GRE.org](http://www.gre.org)

Stay up-to-date with the latest developments in the **Graduate Record Examinations (GRE)** program by regularly visiting the web site at www.gre.org. This quick link will

relied on to do your job. Deadlines are critical, much more so than in college. Whereas you might have been able to schmooze your professor into giving you an extension, you'll find in most faced-paced business environments, missing deadlines is unacceptable.

3. A Job or True Calling?

While it helps to have a solid vision of what you want your career path to be after graduation, don't panic if your first job after graduation does not perfectly fit your plan. Many recent college grads change jobs after their first year out; sometimes it takes that long just to fully understand who you are and what you really want to do with your life. For others, this understanding might not come until even later in life.

Another misconception among college seniors and recent grads is that your major dictates the types of jobs you can work. While there are some specialized fields, such as engineering, where you need to have a degree in that field, the vast majority of jobs in business simply require a college degree. So, focus your job-search not on the types of jobs you feel you must apply for, but on the types of jobs you aspire and desire.

Finally, all the statistics show that students graduating from college today will change careers -- not just jobs -- multiple, multiple times over the course of your working life... so don't fret if that first job is not the perfect fit for you, but do start planning so you can make the transition to something better down the road. Keep track of your accomplishments and develop an awareness of the transferable skills you develop in your early jobs that you can apply to better jobs down the road.

4. College Has Not Prepared You for Everything

Believe us when we say that one of the most overwhelming issues we

H1B Visa is a common way for an international student without a current work visa to remain in the US after their OPT expires. The H1B visa needs to be sponsored by an organization and is valid for three years. After the three years have expired, it can be renewed once for an additional three years, for a total of six years.

Identifying organizations that sponsor H1B visas can be a daunting task. Especially in smaller firms, there may be a lack of understanding of what an H1B visa is and the process to apply for one. It is important that you understand the terminology and basics of the work authorization process. The US Citizenship and Immigration Services have a variety of resources on their web site at uscis.gov. **Take the time now to understand the immigration rules and process so you can be better informed when going through the interviewing process.** If the organization is concerned about the cost of the visa application, you may want to look at the possibility of funding it yourself. It might be better to pay the initial cost of the visa if this is your best chance of working in the US after your OPT runs out.

Another common question is when to communicate to the organization that you will need sponsorship for your visa. It may not be necessary to bring it up the in your first interaction with the organization or referenced in your cover letter, but it should be discussed before your first in-person interview. It is only fair to everyone involved to be honest about your need for sponsorship and to see if that is an option for the organization. The last thing you want to do is waste their time and yours if there is no chance of sponsorship.

While you might have some additional complexities to your job search, you can still make it a success by doing your research and understanding the visa application process, so you are prepared to

take you directly to the information you need. Keep up with the latest newsworthy events and developments pertaining to GRE tests and services.

Going Global

<http://online.goingglobal.com/>

Thinking about working abroad? Check out the Going Global Career Guides. The guides span the globe including: Australia, Austria, Brazil, Belgium, Canada, China, Denmark, Finland, France, Germany, Hong Kong, Italy, Japan, The Netherlands, Norway, Singapore, South Korea, Sweden, Switzerland, Spain, South Africa, and the United Kingdom. Each book addresses job search resources, employment trends and opportunities, professional organizations and resources, embassy listings, financial considerations, work permits and visas, job application guidelines, interviewing advice, and cultural advice.

Grad School Notes

GRADUATE SCHOOL SURVIVAL BOOKS

Getting What You Came For: The Smart Student's Guide -

Essential reading for graduate students in the humanities and social sciences. While it offers assistance in applying to graduate school, the advice for surviving and succeeding in graduate school is this book's strongest feature.

The Ph.D. Process : A Student's Guide to Graduate School -

An accurate portrayal of graduate school in the sciences,

hear from recent grads is that college did not prepare them for many of the challenges they faced as they made that transition from college to career.

Many recent grads say they were totally unprepared for:

- The emphasis placed on teamwork skills
- The importance of dealing with all types of people and personalities
- Personal finance issues and budgeting
- Living on your own - or having to move back with your family
- Balancing work demands with family/friends/personal life
- Job-hunting skills, especially networking, interviewing, and salary negotiation

You can be better prepared for some of these issues by meeting with a career counselor in your college's career services office.

5. Finding Employment Probably Won't Be Easy

Perhaps its because most of today's college students grew to adulthood in a period of unsurpassed prosperity and growth during the Clinton Administration, but it seems to be a harsh reality to many college seniors and recent grads that obtaining a job offer is very time-consuming and a lot of work -- and it's even harder to obtain the ideal scenario of having multiple job offers.

"One job [opening] can get hundreds of resumes," a business-school grad observed. "I have seen in past jobs when resumes came in, basically it was luck of the draw as to who got called in. So many people had similar skills, my employer literally went by things such as resume appearance or randomly choosing 10 out of 30 similar but great resumes. Its tough!"

As most experienced job-seekers already know, you have to spend time every day looking for employment. Use all available resources, tracking down all job leads, and following-up

answer any questions or concerns an organization might have.

Next Issue: The Hiring Process

The Bookshelf

Careers in Healthcare Management — Authors Cynthia Carter Haddock, Robert A. McLean, & Robert C. Chapman, Health Administration Press, Chicago, IL 2002.



The field of healthcare management offers unique challenges and rewards, both emotional and financial. This book provides healthcare management career advice including information about where managers work, the type of management positions that are available, and the skills managers need to be successful. Suggestions are offered for finding and using a mentor, pursuing graduate or continuing education, and honing management skills.

One fifth of the book is written by the authors, and this part of the book is very useful, and contains good advice. This section is concise, informative, and very helpful. The other useful section of the book is the appendix, which includes a list of professional associations that can provide career insight and assistance. The heart of the book contains 51 profiles of healthcare managers at various career stages. In their own words, these managers describe how they prepared for their careers, what their greatest challenges have been, and what advice they would provide to new managers. These profiles illustrate the wide range of opportunities and the sense of purpose and fulfillment the healthcare administration profession has to offer. The book states that the

particularly biology. A quick read that's packed with useful information to help students through the academic and social aspects of graduate school.

How to Get a PhD: A Handbook for Students and Their Supervisors -

Practical advice on understanding the developmental process entailed in graduate study. Essential reading for advanced graduate students and faculty that offers advice on self-management, the research process, and the social and personal aspects of academia.

Succeeding in Graduate School: The Career Guide for Psych Students -

A very helpful guide for graduate students in psychology that covers the entire graduate school experience: from choosing a program to becoming licensed. Chapters are concise and cover a range of topics including the all-important political aspect of graduate student life. (Source: Tara Kuther on About.com)

Featured Fellowships



The primary purpose of the **Rotary Ambassadorial Scholarships** is to further international understanding and friendly relations among people of different countries. There are three categories of awards: Currently, three types of scholarships are offered:

Academic-Year Ambassadorial Scholarships provide funding for one academic year of study in another country. This award is

on all leads and interviews. Generally speaking, the more quality work you put into your job-search, the better your results.

One other common misconception of college students is the over-reliance on the Internet and passive job-hunting to find employment. The Internet should really receive only a small portion of your job-search time. Instead, most of your efforts should still be using the traditional methods of networking - with family and friends, other students, alumni (especially recent alumni), professors, former co-workers and bosses, etc. Don't take our word for it. Read the comments of numerous new grads who discovered the value of networking.

6. Don't Be So Full of Yourself

Having a college degree does not entitle you to a job, and it's best to prepare yourself now that most employers will not be impressed with your grades or your education as you are with them. "As a cum laude graduate, I thought I was entitled to a great job right out of college," a 2000 marketing grad told us. "Well after two years, with five jobs in three cities, I THINK I've found the job that I was expecting to get after graduation!" Attending a "name" school or having an extremely high grade-point average are definitely selling points in your favor, but not something you solely rely to get a job.

Focus less on why employers should be so impressed with your credentials that they should be hunting you down -- and more on how you can use your talent and initiative to make a contribution to the employer's bottom line. Be sure to tell the employer how you will make a strong contribution.

One of the reasons many career experts try to keep college graduates to a one-page resume is because there often is simply no need to go beyond one page -- except for the student to oversell his/her

profiles are diverse in every way, and are therefore truly representative of careers in healthcare management. But almost all the profiles are of people in senior level management positions, and the majority are of Vice Presidents and Presidents/CEOs.

Readers of this book agree that the first section of the book is more helpful than the later, but definitely worth checking out if you are interested in the healthcare management field.

(This book can be found in the Kagin Resource Center. Book review prepared by Claire Benton, Graduate Assistant, Career Development Center.)

**Senior S.L.A.M.
(Seeking Life After Macalester)**

SIX COMMON MISTAKES MADE BY JOB SEEKERS

Career Opportunity News (Jan/Feb 2004) suggests that the following are some things to avoid...and more importantly, to do - if you are looking for a job. We thought it was good, basic information and wanted to pass it along.

1. Don't rely too heavily on the internet. Career expert John Challenger, quoted in the *Parade* magazine, estimates that only 5 % of jobs are filled through the internet. Use it, but don't exclude other avenues.

2. Don't clam up, possibly because you're embarrassed at not having a job. If you're unemployed, communicate that fact to the widest possible set of contacts and let them know how much you'd welcome suggestions.

3. Don't ask people, "Do you know of a job?" That's a yes or no question which too easily ends a job-related conversation. Instead, ask for advice about a resume, what they would do if they were looking for a

intended to help cover round-trip transportation, tuition, fees, room and board expenses, and some educational supplies up to US\$25,000 or its equivalent. Academic-Year Scholarships are the most common type of scholarship offered; nearly 1,000 were awarded for study in 2001-02.

Multi-Year Ambassadorial Scholarships are for either two or three years of degree-oriented study in another country. A flat grant of US\$12,500 or its equivalent is provided per year to be applied toward the costs of a degree program. Multi-Year Ambassadorial Scholarships are offered mainly by Rotary districts in Japan and Korea; over 100 were awarded for study in 2001-02.

Cultural Ambassadorial Scholarships are for either three or six months of intensive language study and cultural immersion in another country and provide funds to cover round-trip transportation, language training expenses, and home- stay living arrangements up to US\$12,000 and US\$19,000, respectively. Applications are considered for candidates interested in studying Arabic, English, French, German, Hebrew, Italian, Japanese, Korean, Mandarin Chinese, Polish, Portuguese, Russian, Spanish, Swahili, and Swedish.

Some Rotary districts may only offer one type of scholarship (or none at all); applicants must check with the local club regarding availability.

Number of awards: Open.
Length of award: Academic Year Scholarship: academic year;
Multi-year Scholarship: two or three years; Cultural Scholarship: three or six

qualifications and for the employer to be unimpressed.

7. College Grads Get Entry-Level Jobs

One of the harsh realities that many new grads face -- especially in the bad job markets -- is that a large number of the jobs available for college grads are, in fact, entry-level. These jobs often require long hours, low pay, and hard work.

Some recent grads have turned up their noses at job offers because of the sense that the jobs were below them; perhaps the jobs required helping stock shelves or traveling too much.

This advice is not meant to imply that you should take the first job offer you get -- or any job offer you get -- just be realistic in your expectations. Most employers want to see all employees start at a certain level to better understand the business -- with the college grads on a career track toward faster advancement. So, just do your research about employers before jumping to conclusions about the value of certain types of jobs.

Do be ambitious about moving beyond the entry level, but not at the expense of your current job. As another business-school grad told us, "Former co-workers of mine became so obsessed with finding a better job that they forgot about the responsibilities of their current positions."

8. Be Prepared for Salary Negotiations and Job Offers

If you're one of the lucky college grads, you'll get more than one job offer. Having more than one offer gives you the luxury of deciding if one -- or any -- of them is right for you. You should be prepared not only to negotiate the salary and the entire compensation package, but also have a clear sense of what you want before the issue arises.

job, and if they have any ideas about other people to contact.

4. Don't limit yourself exclusively to a particular field or industry. Instead, stress your skills that may be used in any number of fields. You need a focus, not blinders.

5. Don't get so tied down to a short-term, temporary, or part-time job that you lose sight of your long-range career. Keep up an active job campaign in your off hours.

6. Don't play it solo. Make contacts and use every source of career assistance open to you - including alumni contacts, professional associations, family, friends, and of course, the Macalester Career Development Center.

Junior Jump-start

SEVEN TIPS TO MAKE THE MOST OF AN INTERNSHIP

Internships can be a terrific entry point to full-time opportunities. *Career Opportunities News (March/April 2004)* listed seven tips to help make the most of your internship opportunity - we've adapted them a bit for your reading!

- 1. Dress and act like a professional** - create the impression that you belong in this environment.
- 2. Interact with colleagues and supervisors** - Be sociable! Attend the coffees, lunches, gatherings. Also, be curious - ask questions, read organization literature, newsletters, web sites, etc.
- 3. Stand Out and Show Initiative** - Look for opportunities that provide exposure - it helps to be known by as many people as possible. Volunteer for projects, suggest projects if none seem to be coming your way.
- 4. Try to obtain helpful work**

months.

Eligibility: If pursuing university studies, must have completed at least two years of college; must be citizen of a country in which there is a Rotary Club; lineal descendants of Rotarians and their spouses are ineligible.

Application process: Initial applications made through the local Rotary Club. For further information, contact the Office of International Education.

Web site: <http://www.rotary.org/foundation/educational/index.html>

What is the CDC?

The [Career Development Center](#) is here to assist students in planning, articulating and applying their educational experience to meet their future goals. The office is located on the first floor in Kagin Commons, and offers [individual counseling sessions](#) with a career counselor, an extensive [career resource library](#), [job/internship listings](#) and opportunities from around the globe. The CDC resource library features: Information about Fellowships, [Internships](#) and [Job Postings](#); information on Companies and [Government Opportunities](#); pamphlets and materials on [resume](#) and [cover letter](#) writing; books on etiquette, [interviewing](#), [grad school](#) and the [job search process](#); and an extensive [alumni directory](#), sorted by career.

Hours: 8 a.m.-4:30 p.m. Monday through Friday (Daily Drop-ins: 2-4 p.m.)

Macalester College Career Development Center

If you did get two or more job offers, how would you decide? What criteria would you use? What's important to you? Salary? Prestige? Company Car? Travel? Vacation? Benefits? Relocation? Company culture?

One recent marketing grad we know was trying to decide between two very different job offers. One was a sales position for a well-known company. The offer included a very high salary and bonus system, and company car. The downsides were a lot of time spent on the road, no clear career path, and a feeling of unease with the corporate culture. Her other offer was with a marketing communications agency as an account representative. The offer included a salary almost half of the sales one, with no bonuses and no company car. It did include a dynamic work environment, a clear career path, and a sense of strong fit with the agency's corporate culture. She was faced with the dilemma of going for the quick money or a longer-term career move. She chose the agency. Which would you choose?

Final Thoughts

Strive to get the best job offers from the best employers, but remember to temper everything you do with a realistic vision of what to really expect -- in the job-hunt and in getting job offers. Take to heart the advice from all the recent college grads that have come before you and been in your shoes -- and you'll be better prepared and more satisfied with your job-search.

(Dr. Randall Hansen is a tenured, associate professor of marketing in the School of Business Administration at Stetson University in DeLand, Florida.

Katharine Hansen, Credentialed Career Master (CCM), is a former speech writer and college instructor.

The Hansens are authors of numerous books, including: Dynamic Cover Letters; Dynamic Cover Letters for New Graduates; A Foot in the Door: Networking Your Way into the Hidden Job Market; and Write Your Way to a Higher GPA, all published by Ten Speed Press.)

assignments - this basically means try to get a broad exposure to the different units of the organization, rather than only seeing one department or project. If the projects don't allow you to do that, think about doing informational interviews with people in different departments as a way of gaining information and exposure.

5. Try to enrich your resume - look for skills you can build, expertise in an area - be deliberate about what you want to gain from the experience.

6. Seek evaluations - If you do an internship for credit, an evaluation component is built in for you. But if you are doing independently, make sure that you seek feedback on your performance from your supervisors. The fact that you want to be evaluated attests to your seriousness about a career.

7. Keep in touch - after you have left the internship, maintain contacts with your fellow works or supervisors. At a minimum, they may be able to provide you with references. At the maximum, they may help you with names of potential employers or even encourage their organization to offer you a job!

Sophomore Syllabus

LOOKING FOR A SUMMER JOB OR INTERNSHIP?

Check out these web sites:

Grand Avenues: Thousands of Job and Internship Listings - <http://macalester.erecruiting.com>

Idealist: Nonprofit Job and Internship listings for the 165 countries, including the US - <http://www.idealists.org>

Career Development Center: Resources by City (Atlanta, GA; Boston, MA; Chicago, IL; Columbus, OH; Dallas, TX; Denver, CO; Detroit, MI; Florida; Honolulu, HI; Las Vegas, NV; Los Angeles, CA;

Kagin Commons
1600 Grand Avenue
Saint Paul, MN 55105
(651) 696-6384
Fax: 651-696-6131
E-mail:
cdc@macalester.edu
www.macalester.edu/cdc

[Back to Top](#)

First Year Focus

WORDS OF ADVICE FROM GRADUATING SENIORS

Here are a few of the suggestions from last year's class (surveyed at graduation).

- Internships are invaluable do it! - Have fun!
- Get involved during the summers. - Good experience, helps figure out what you want.
- Start reading up on what you think your interests might be during your sophomore & junior year- esp. if you intend to go abroad.
- Do what you think you'll enjoy. It's your life, no one else's.
- Don't worry about taking yourself too seriously or not seriously enough.
- "To thine own self be true" Polonius, "Hamlet" William Shakespeare.
- Do an internship--more important to DO an internship than what you do.
- Study abroad! Plan ahead on this.
- Do all your work early so that you can spend quality time with your friends at the end...
- Use the CDC, it makes life easier.
- Try new things, expand your horizons.
- Math Rules!
- Be confident
- Study Abroad!
- Start looking for jobs as early as possible.
- Don't worry about everything. If you do, you'll never make it for four years.
- Start early with community service and internship involvement, get hooked!
- Take the time to care.
- Don't take your life too seriously.
- Be true to yourself.
- Don't worry, be happy.
- Work hard.
- Grades count.
- Get your requirements out of the way early!
- Do an internship and take summer courses.
- Make friends.

Milwaukee, WI; New York, NY; Phoenix, AZ; Portland, OR; St. Louis, MO; San Francisco, CA; Santa Fe, NM; Seattle, WA; Twin Cities, MN) - <http://www.macalester.edu/cdc/location.html>

iseek: Minnesota's gateway to career, education, employment and business information. <http://www.iseek.org>

University of Saint Thomas: Job/Internship Listings <http://www.stthomas.edu/career/joblistings/>

[Back to Top](#)

- Think ahead to the future- work hard to achieve your goals but don't forget to play as well.
- Stay cool!
- Plan ahead for internships.
- Do an internship.
- Use your resources to try different avenues before you leave college.
- Internships are invaluable do it! ? -
- Take as few classes as you possibly can senior year!
- Do what you love.
- Do everything you think might be interesting. You meet great people and have fun when you say "yes" to everything.
- Interpersonal connections are everything!
- Alumni love to help.
- Find a faculty mentor.
- Ask better questions.
- It is important to remember that there's more out there than becoming an "-ist."
- Explore career options outside of academia.
- Do internships! Volunteer!
- Things are not always what they appear.
- Read Don Quixote.
- L look at butterflies.
- Get to know professors early on.
- Use the CDC. Ask them questions. The info you're looking for is out there someplace. They know how to find it.
- Eat the worm.

[Back to Top](#)

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