



CareerStreet

A Publication of the Macalester College Career Development Center
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"My grandfather once told me that there were two kinds of people: those who do the work and those who take the credit. He told me to try to be in the first group; there was much less competition. "
- Indira Gandhi

HOT JOBS



Find details on these opportunities on our web site under [Grand Avenues](#).

Teaching Fellow
The Taft School
Watertown, CT
Deadline: 2/15/05
Full-time

Private, coed, boarding school w/565 students in grades 9-12. Teach 2 classes, coach, or contribute extra-curricular activities and have dorm responsibilities. Fellowships are awarded in bio/chem./physics, math, French, Spanish, English and history.

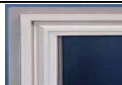
Interactive Designer
Popular Front Interactive
Minneapolis, MN
Deadline: 11/06/04
Full-time

Work proactively w/Project Managers and Creative Director in developing and producing high-quality immersive interactive experiences.

Business Development/Research Analyst

Willis Stein & Partners
Chicago, IL
Deadline: 11/08/04
Full-time

Private equity investment firms specializing in negotiated



Counselor's Corner

DON'T BE A PASSIVE CANDIDATE

by John Mountain
 Assistant Director,
 Employer Relationships, CDC

It may seem as though the deck is stacked against you in the recruiting/interviewing process. You may not be aware of your competition, you don't know what questions you will be asked, and your knowledge of the organization's work environment might be limited to an 8x8 interview room. Even though the playing field might start out favoring the organization, there are many things you can do to move it in your direction.

Research the organization. Interviewers want to know "why do you want to work here?" By researching the organization, you can be in a much better position to articulate an answer. This time researching can also help narrow the number of organizations that you want to pursue. By spending the time upfront, you can save considerable amount of time and effort interviewing at organizations that are not a good fit.

Find a key element of the job or organization that is particularly interesting to you. That enthusiasm will carry over to the interview. Similarly, if you have no

Macalester at Work

by Anna Klappe, '05
 CDC Student Staff



Jim Hoppe
Associate Dean
Dean of Students Office

Jim Hoppe is the new Associate Dean at Macalester College. He studied Political Science as an undergraduate, and as a child he dreamed of being the President of the United States. Jim spoke with the CDC about the challenges of standing out in a tough job search, and the lessons he learned while flipping burgers at his very first job.

CDC: There were more than 100 applications for the position you now hold. How does one best stand out in such a fierce job competition?

JH: It's nice to hear that, I did not know there were so many applicants. When I think about being on the other side of the interview table, being the person who reviews resumes, I know

investments in profitable, growing middle-market companies. Must have strong analytical mind with solid quantitative skills, basic knowledge of industry economics, interest in business and capital markets.

Research Associate Economists Incorporated Washington, D.C.

Deadline: 11/22/04

Full-time

2-year position starting summer of 2005. RAs work directly with the firm's economists on a variety of cases in mergers and acquisitions, antitrust and other litigation, and regulatory matters. You will be provided the opportunity to work on high-profile cases that shape the nature of antitrust law and government regulation of the private sector.



On-Campus Recruiting

To access a list of the most current on-campus employer presentations, information tables, resume deadlines and interview dates go to:

<http://www.macalester.edu/cdc/recruitcurrent.pdf>

Upcoming CDC Events

Financing Graduate School

Oct. 19
12-1 pm
Carnegie 06

GRE - Math

particular interest in the position or organization, it will come across loud and clear to the interviewer. Don't waste your time or the interviewers if you are not interested. There are many ways to research an organization including:

- *Company website*
- *Alumni contacts*
- *CDC online resources (Vault, - CareerSearch, etc.)*
- *Competition/industry websites*

Now that the interview scales are tipping in your favor, don't stop now. During most interviews, you will have an opportunity to ask questions of the interviewer. Don't miss this opportunity. When I worked in Human Resources, one thing I could not stand was a candidate that did not have any questions for me. My perception was ...do you really want this position? Was I so amazingly clear in my interview that I answered all your questions? Not likely. Your time for questions is a great opportunity to get additional information about the organization/position/work environment. The interview is a two way street. Just as the organization is trying to determine if you are a good fit for them, you too are seeing if it is a good match with what you want.

The CDC can be another balancing factor in this process. Any of our career counselors can partner with you to develop a research strategy, improve your confidence level before the interview, as well as make sure you are gathering all the information you can to make an informed decision. Feel free to set up an appointment today by calling 651-696-6384 or cdc@macalester.edu. Remember, you have the power to even the scales in the interview as long as you take an active role in the process.

that people often have certain things in mind. It may be not a defined image of the person they want, but they know what combination of skills they are looking for. But there are things you can do to increase your chances.

CDC: How did you make your self stand out in on your resume?

JH: I made sure that each description in my resume included as many stories as possible, meaning outcomes as well as descriptions of what I have done. It's hard to fit it all on your resume, but you need to not only show what you have done, but also what you are capable of. For example, you could say that you supervised 10 people, but it's better to expand on that and tell the story behind that experience, that speaks to the person who is interviewing. Another way to make you stand out is to pick a few areas that you make yourself an expert in. The fact that you have taken the time to learn a few subjects in-depth shows that you have commitment and direction, and that you can follow through with a task. I got that advice on my very first professional job, and I think it has served me well. You probably don't want to hear this, but I also think a lot depends on luck: being the right person at the right time. I don't think you can ever escape that factor.

CDC: How did you prepare for your interview?

JH: I prepared for different jobs in different ways. The things I did to prepare for this job interview was to think about what I believe in, and why I believe in those things, and then I prepared to answer questions based on that.

CDC: What was your toughest interview question?

JH: The toughest questions are the ones where you make an assumption about why that question is asked in the first place. You may get the impression that there is a hidden agenda, but you should try not to get distracted by that.

Oct. 19
7-8:30 pm
Old Main 001

Writing the Personal Statement

Oct. 21
4:30-6 pm
Kagin Commons 119

Day of Medicine

Nov. 6
8:45 am-3pm
Kagin Commons
Alexander G. Hill Ballroom
Registration deadline: Nov. 1
Call x6384 for registration information

MPC Job Fair Orientation

Nov. 15
12-1 pm
Kagin Conference Room 003

Majors Fair

Nov. 16
6:30-8 pm
Kagin Commons
Alexander G. Hill Ballroom

MPC Job Fair Orientation

Nov. 16
12-1 pm
Kagin Conference Room 003



Web Watch

<http://stats.bls.gov/oco/>



This on-line handbook describes

"what workers do on the job, working conditions, training and education needed, earnings, and expected job prospects in a wide range of occupations." It is revised every two years.

Featured Article

UNDEREMPLOYMENT AFFECTS 18 PERCENT OF ENTRY LEVEL JOB SEEKERS

"I've got a job, but I'm looking for something better..."

MILWAUKEE, WI--September 9, 2004--18 percent of recent college grad job seekers are underemployed, according to a recent survey of college graduates by the #1 entry level job site, CollegeGrad.com. "The last four years of slow economic growth has caused many students to take any job after graduation, even if it didn't meet their expectations," said Brian Krueger, President of CollegeGrad.com. "The net result is that there are a large number of underemployed entry level job seekers still looking for their first entry level job in their field of study."

The survey found that while many recent graduates are working, they are in a job that doesn't match their degree or their skill set – they are classically underemployed.

"What a humbling experience!" said Jonathan Coen, a May 2004 Computer Science graduate from the University of New Mexico. "I have a very technical degree from a great university and I have had to go back to a line of work I did before I got my degree."

Coen is not alone. Many graduates have found themselves in similar situations – searching for that ideal job that will fully showcase their talents.

"You spend years in school working hard, expecting it to pay off and graduate with a cozy job and a great salary," says Crystal Saldibar, May 2004 St. John's University Finance Major. "Then after

It's important to be who you really are, and focus on what you have done, what you believe in, and let that lead you when answering questions, rather than trying to say what you believe the person wants to hear.

CDC: What did you envision yourself doing as a child when you were growing up?

JH: I wanted to be President!

CDC: What was your very first job?

JH: I worked at McDonalds.

CDC: Flipping burgers?

JH: Yes.

CDC: What did you learn from that job?

JH: I learned that you can always do more than you first think you can. Personality is really important, and being open to learning from other people, even if you first think that they don't have much to teach you. I also learned that you should never believe that you "know-it-all".

CDC: On the Dean of Student's webpage, there is some information about you, what your favorite food and your favorite book is for example. There is also an unfinished sentence that goes like this: You might be surprised to know that... What information about you is missing there?

JH: What I have been too afraid to put there, is that I can be an incredible ham. I love practical jokes, but I often get into trouble because of that. I wanted to wait a little before I put that down on the webpage.

CDC: How do you balance career and life?

JH: Not very well sometimes. It is



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:

["Balancing Your Checkbook"](#)

Featured Fellowship

Barry M. Goldwater Scholarship



The Barry M. Goldwater Scholarship and Excellence in Education Program was established by Congress in 1986 to honor Senator Barry M. Goldwater, who served his country for 56 years as a soldier and statesman, including 30 years of service in the U.S. Senate. The purpose of the Foundation is to provide a continuing source of highly qualified scientists, mathematicians, and engineers by awarding scholarships to college students who intend to pursue careers in these fields.

Goldwater awards are made on the basis of merit to sophomores or juniors who have outstanding potential and intend to pursue careers in mathematics, the natural sciences or engineering. Students who plan to study medicine are eligible for a Goldwater Scholarship only if they plan a research career rather than a career as a

graduation hits reality: you have to work even harder to get a job."

So why don't graduates wait for their ideal position to come along? Some graduates are fearful of the possibility of unemployment. "I took the first job I saw," says JC, who graduated in June of 2004 with a Master's in Journalism from Northwestern University. "I had a number of unemployed friends who told me that anything was better than sitting at home with the folks, searching in futility for that ideal job. I was afraid I would end up like them."

Other graduates complain that even entry level jobs require experience. Gaelyn Staab, a May 2004 Cedarville University Multimedia Technology graduate points out, "It seems that no matter what the circumstance, I will not be hired until I have some experience, and this cannot be acquired until I have been hired. So there is the conundrum."

In other cases, it just took a little longer to get serious. Cara Banda, a January 2004 Rutgers University Journalism major, describes it this way: "After graduating, I wasn't ready for the 'real world.' Most of my friends were still in college, and I liked having few responsibilities."

Those who waited to get serious, now offer advice. Banda suggests using the career center at the university, as they can be a great help. She also suggests networking. "Tell everyone you know that you are on a job search, and most people are happy to help out."

No matter what methods they use in their search, all graduates agree to one thing: **START EARLY!** "And oh yeah," says Saldibar, "There's no such thing as early!" Krueger agrees: "Don't wait until graduation to start your job search. Start as early as possible."

much easier now that I have kids. Being with my son is important, and being in a good mind and spirit when I am with him is important. It helps me to put things in perspective, and he keeps me in a good mood. I wish I could have learned that earlier in life. It is a shame I had to wait until I had a family to figure that out. It is key to have something in your life that is important to you, so that you have something else other than work to focus on. It is not always easy to find. A dog, a hobby, you have to allow yourself to have multiple things that are important to you.

CDC: How do you plan to spend your evening on Nov 2nd, the election night?

JH: Probably glued in front of the TV. I will be in a Legislative Body Meeting until 8:30 that night, so I will probably just want to hang out and watch TV after that. I will stay up as long as necessary though, until 6:00 am if I have to. In 2000, I stayed up way too late.

CDC: Have you heard that the CDC is organizing a big event in the Alexander G. Hill Ballroom that night, with big screen TVs that will show the results coming in?

JH: Yes, I just learned that today, and that really sounds like something to stick around for.

CDC: Final question. If you won the lottery tomorrow, what job, if any, would you pursue?

JH: I would do this job. I would just hire an assistant so that I could spend some more time at home.

CDC: Thank you Jim, and welcome to Macalester College!

Job Fairs



Government Job & Internship Fair

medical doctor in private practice. The scholarship pays a yearly stipend to help students complete their undergraduate education. **Campus application deadline: December 17, 2004.**

For a complete list of all scholarship opportunities available to Macalester College students, go to: <http://www.macalester.edu/academicprograms/scholar.html>

Please make an appointment to see Ellen Guyer, Dean of Academic Programs, (651) 696-6036, guyer@macalester.edu for further information about these scholarships and the application process.

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

About the survey: The CollegeGrad.com Employment Survey was conducted nationally with more than 2350 entry level job seekers from August 1 to August 31, 2004.

Sophomore Syllabus

Choosing a major can be fraught with anxiety and frustration. Which major is right for you? How do you choose between departments?

You are not in this process alone. Join your classmates for a **Majors Fair in Alexander G. Hill Ballroom in Kagin Commons on Tuesday, November 16th from 6:30-8pm.** Jayne Niemi, Macalester College Registrar will be speaking briefly at 7pm about the process of choosing a major.

First Year Focus

Now is a wonderful time to think about...what classes you would like to take next semester...what you would like to get out of your Macalester experience...what community service or internships you would like to try...

The CDC counselors are available to help you think about these existential questions and others. Consider coming into the CDC for an appointment. It can be a truly eye opening experience.

Grad School Notes

WRITING A PERSONAL STATEMENT

The personal statement is the most difficult and time consuming elements of the graduate school application process. Understanding how the personal

Government Job and Internship Fair

**October 29, 2004
12:00 - 5:00 p.m.**

**Coeur de Catherine Ballroom
College of St. Catherine
St. Paul Campus**

The Government Job and Internship Fair is for government agencies to meet with students and alumni from the 27 participating Minnesota 4-year colleges and universities. [Use this link to view a list of participating employers.](#)

Students will need to register for this job fair. Please stop by the Career Development Office, Kagin Commons, 1st floor or call our office at 651-696-6384.

The Bookshelf



Media Career Guide: Preparing for Jobs in the 21st Century - Author James Seguin, Bedford/St. Martin's, Boston, MA, 2004.

This book is designed to help communications majors plan career goals and prepare to enter the job market. The fourth edition introduces students to a wealth of job opportunities in new media companies. Including a comprehensive directory of jobs, suggestions for evaluating goals and attitudes, and tips for conducting print and electronic job research, this text is a vital resource for those considering a career in communication. Throughout, students will find important information about new media jobs, related trade magazines, and professional organizations. *Media Career Guide* also provides sample resumes for quick and easy reference.

The author, James, Seguin, Ph.D., is a professor of communications at Robert Morris University in Pittsburgh. He is also president of Creative Video, Inc. and has received awards for his television and video productions.

(This book can be found in the Kagin Resource

Daily Drop-ins: 2-4 p.m.

Macalester College
 Career Development Center
 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



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statement is used by the admissions committee may help you write a stronger statement.

The personal statement is used by graduate school faculty to supplement and enrich the information present in the rest of the application. The personal statement is an opportunity for the faculty to meet you as a person.

First, why are you interested in graduate school? What got you interested in your field, what are your career goals, and how motivated and passionate are you about the field?

Second, how well do your interests correspond to the interests of the program to which you are applying? Are your interests and goals consistent with what that graduate program can provide for you?

Third, it is used to assess your writing ability. Do you write in a coherent, organized, and succinct fashion?

Fourth, the personal statement is used to differentiate applicants who are in the middle range, with good, although not outstanding, scores and grades.

Knowing what faculty are seeking is one step in writing a personal statement. Take advantage of working with Career Development Center and MAX Center staff, and Macalester faculty, as you complete your own statement.

Don't miss the MAX Center's wonderful guide to Writing Personal Statements (copies are available at the CDC).

Center, Communications Section of the resource library.)

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October 20, 2004