



CareerStreet

A Publication of the Career Development Center Macalester College

Vol. III - Issue 8 - February 13, 2006

" The privilege of a lifetime is being who you are. "
 (Joseph Campbell, American author, philosopher and teacher, 1904-1987.)

Did You Miss An Issue?

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[PDF Printer Friendly Version of Newsletter](#)

Hot Jobs



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

Associate Program Director for the Ocean Education Program NSF (National Science Foundation)

Full-time

Deadline: 2/23/06

Assist in the implementation, review, funding, post-award management, and evaluation of the program and contribute to the intellectual integration with other programs supported by the Division.

Designer Twin Cities Public Television St. Paul, MN

Part-time

Deadline: 2/27/06

Designing video, print, and web graphic solutions for projects that are creative, effective and meet client needs.

Marketing Specialist Minnesota Public Radio St. Paul, MN

Full-time



Web Watch

THE ACTION FUND

The Community Service Office has money for you if you have a great idea for a community service program/project. These grants of \$100-\$500 come from an endowed fund started by a group of alumni to encourage creative community involvement by students. Your idea should include some kind of direct action in the community and an educational component like educating the campus about an issue. The proposals need to be turned into the CSO by the end of the day on **Friday February 17th, 2006**. If you are approved, you have one year to complete your project.

Copies of the proposal can be found in the CSO, Kagin Commons, and at <http://www.macalester.edu/cso/scholarships/actionfund.html>. You are encouraged to contact Karin Trail-Johnson in the CSO (x6786) if you have any questions or would like assistance in strengthening your proposal.



Counselor's Corner

RESOURCES AT YOUR FINGERTIPS
 by **John Mountain,**
Assistant Director Employer Relationships
Career Development Center

Sometimes we work so hard to look at

Macalester at Work

by Eileen Fitzpatrick, '06
 CDC Student Staff



Ellen Thompson
Head Women's Basketball Coach
Athletics & Recreation

Ellen Thompson is the new Macalester Head Women's Basketball coach. She arrives for the team's first season after forfeiting last year due to the limited number of players. Thompson is a University of St. Thomas alum and has taught and coached at Minnesota high schools prior to her most recent position as Assistant Coach at St. Thomas.

CDC: How did you find your current job at Macalester?

ET: I have been coaching for a while and, at the time I was coaching in the same league as Macalester. I always kept my eyes open to other opportunities, so when I found out that the former coach had resigned I looked at the Macalester website for more information. Since I knew the

Deadline: 2/23/06

Work with the Senior Regional Marketing Manager and the Senior National Marketing Managers to develop and implement marketing and promotional tactics for Minnesota Public Radio and American Public Media's national programs.

**Associate Teacher
The Brearley School
New York, New York
Full-time**

Deadline: 3/1/06

Full time teaching position designed for college graduates. Each associate teacher is assigned to a homeroom (K-IV) and is mentored by the room teacher and the program's supervisors. Associate teachers participate fully in the life of a classroom. Each week the associate teachers meet as a group with their supervisors for sessions that cover a variety of topics. At the end of the program, associate teachers should feel confident in their ability to teach a group of children, have an understanding of the many ways in which children learn, and have developed a sensitivity toward and an interest in children as individuals.

**Intake Clerk
The Legal Aid Society of
Minneapolis
Minneapolis, MN**

Internship-Part-time

Deadline: 2/24/06

Assist intake unit with initial client interviews including financial eligibility determinations, fact gathering, referrals to other agencies for emergency assistance, and other tasks.

**Business Development
Associate
IRG Ltd.
Washington, DC**

all the options and resources available to us that it is easy to miss the tools that are the closest. That definitely applies in your job/internship/grad school search. There are many resources that the CDC offers that you may not be aware of, or have overlooked. These tools available through the CDC can be a great help in finding what next step is right for you. Some of the tools available include:

Grand Avenues- This is our online job posting site that at any given time has hundreds of job/internship opportunities to choose from. You also have the ability to narrow your search in various ways including location, industry, or key words. Many of the jobs come from alums that are looking especially for Macalester students.

Alumni Database- One of the best ways to determine what field might be a good match for you is the Alumni database. All you have to do is fill out an alumni contact sheet in our office. Your search can be customized to find Mac grads who are working in a particular field, that live in your desired location, with a particular major, or attended a particular grad school. These contacts can be of great help in learning more about your area of interest.

Career Search- One key question that comes up when you determine an area of focus is.....what organizations would be helpful to contact that have a presence in that area? The CareerSearch tool can help find those answers. It allows you to find organization by industry, location and key words. It provides general info regarding address, web site, contact numbers etc., but also will give number of employees, company financial data as well as key contact names in the organization. CareerSearch can be a great way to expand your network beyond personal contacts and alums.

Assessment Tools- The CDC offers

men's coach here, I called him up and asked him what he knew about the position. He encouraged me to apply, so I did. I was called in to interview for the position, and very soon after that I was hired.

CDC: What was the interview process like?

ET: I had gone through similar interviews in the past as part of my job search for a head coaching position, so nothing was a surprise to me. The only difference here was that I interviewed before school started, so there was no team to meet with as part of the interview process. That was a different experience for me. I met the new athletic director and spoke with people who gave me insight into Macalester. It was a full day of activities, meeting with people on campus and interviewing and answering questions.

This position provides a unique opportunity, because the program is hopefully going to grow so much. Many of the programs that coaches step into may have a few down years and then the whole coaching staff will change. Macalester, however, had forfeited the season. Although I knew that this would be a really difficult year, I felt that it could also be really rewarding in the long term to have started from scratch and built the program up from there.

CDC: Can you describe what you do as the basketball coach here?

ET: Well, I obviously run the current program so during the season it involves running practices, coordinating travel plans and getting all the things required for my current team. Other than that, it's a lot of recruiting. Talking to people that might be coming to Macalester as student athletes, going to see them play basketball, having them come to campus for a visit, this is all a huge part of what I do also.

I'm also involved in committee work

Full-time

Deadline: 2/27/06

Cost proposal production and logistics. Review RFPs, RFIs, and RFQs. Distribute e and hard copy RFPs. Support the production, distribution and maintenance of teaming agreements. Carries out business intelligence research as assigned.

Equity Trader

PTG Capital

Salem, NH

Full-time

Deadline: 2/15/06

Opportunity to trade capital under the guidance and training of some of the industry's top traders. Our focus for new traders is to teach and incorporate successful trading strategies and discipline.

Research Analyst

The Jerome Levy

Forecasting Center

Mt. Kisco, NY

Full-time

Deadline: 2/15/06

Our analysts spend several months working closely with senior members of the team, learning the ropes of one area after another. They continue to work with more experienced economists, but increasingly independently. Their research involves intense review and analysis of government and private economic statistics. Start date: June/July 2006.



On-Campus Recruiting

To access a list of the most

numerous assessment tools to help provide information to help in key decisions of choosing a major, determining an interesting field for an internship/job, or choosing a graduate program that is a good fit. We offer the Myers-Briggs, Strong Interest Inventory, as well as Discover, and online assessment tool that looks at not just your skills and interests, but you values as well. All of these assessments can be useful in pointing you in the right direction.

Career Counselors- Our office is fortunate to be staffed with a group of counselors that have expertise in numerous areas/fields. In my clearly unbiased opinion, the CDC has a wealth of experience that can be helpful regardless of what next step is right for you. We are available for scheduled appointments or have drop-in hours from 2-4 p.m. each day.

Sometimes it might feel that all the good resources are somewhere else, but in reality there are great resources available right here at the CDC. All the above tools can accessed either through our website or by stopping by the CDC. Make an appointment today by calling 696-6384 to learn more about these tools that are right in your own backyard.

First Year Focus

CHOOSING A MAJOR

Does the very thought strike fear into your heart? Do you want to curl up in the corner and sleep until 2008 or 2009? Is your old burger flipping job looking better? These reactions are understandable (well, maybe they are a bit extreme).

CHOOSING A MAJOR GROUP

When: 12 to 1 pm, Wednesdays from February 1 through March 8.

Where: Wallace 2nd Floor Lounge

here on campus and will most likely run a camp during the summer. People sometimes have the perception that as a coach you simply coach, but there are also a lot of other things included in addition to coaching.

CDC: What qualities do you think people need in order to succeed in the field of athletics?

ET: The number one thing you have to do is be flexible because it's not going to be an "8 to 5" job. You're going to have different hours and you need to be ready for that. You've got to be outgoing to meet new people and get them interested in the product that you want to sell, which here is Macalester College. It's a great product and a great school. You need to be able to talk to a number of different people with a number of different backgrounds and spark an interest in them for the school.

To be successful you have to be able to connect with people on campus as well, especially the current players. It's important to be able to get them to move forward in the program, so they learn about themselves in the process and enjoy what they've accomplished when the season is over. I think coaching in general requires you to have a bit of a thick skin. You will have ups and downs that you'll have to weather. Obviously, this year what is most essential is to be able to stay positive and keep people moving forward and understanding that what they're doing is important. I think that there are many different qualities needed for a person to be successful in athletics and for me, as a coach, it is to be competitive and have a passion for what you do.

CDC: Do you have any advice for students looking to enter the field, or examples of opportunities they should take advantage of now?

ET: Anyone who wants to be a coach needs to get involved. If they're not currently playing they need to get

current on-campus employer presentations, information tables, resume deadlines and interview dates go to:

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

Upcoming CDC Events

Choosing a Major Wed., February 15

11:45 a.m.-12:45 p.m.
Wallace 2nd Floor Lounge

Choosing a Major Wed., February 22

11:45 a.m.-12:45 p.m.
Wallace 2nd Floor Lounge

Minnesota Private College (MPC) Job & Internship Fair

Tue., February 28
9:00 a.m.-5:00 p.m.
Minneapolis Convention
Center

Minnesota Private College (MPC) Job & Internship Fair

Wed., March 1
9:00 a.m.-5:00 p.m.
Minneapolis Convention
Center

Choosing a Major Wed., March 1

11:45 a.m.-12:45 p.m.
Wallace 2nd Floor Lounge

Choosing a Major Wed., March 8

11:45 a.m.-12:45 p.m.
Wallace 2nd Floor Lounge

Job Fairs

NONPROFIT FAIR

The University of Minnesota (Humphrey Institute of Public Affairs) and MCUCSA will co-

The CDC is offering you a wonderful opportunity to address these questions, whether you are a first year student or a sophomore. (We will even take juniors, no questions asked!) This group will offer you a combination of practical hands-on activities to assist you in exploring your options and gain decision-making skills and also to reflect on and integrate this information. We will address the confusion and anxiety that sometimes accompanies the process of settling into an academic path. We think you will leave feeling more focused, aware of the many options your liberal arts education offers and ready to make a good informed choice.

Sophomore Syllabus

STUDY AWAY

As a student at Macalester, you have most likely already started to think about whether you are interested in taking a semester off to study abroad or at another school within the United States. Maybe you have even picked out a program and begun the application process. Regardless of where you are with your decision, it may be helpful for you to know more about the long-term benefits of study away on your personal and career development so that you can make the most of the experience if you choose to go.

Studying abroad or participating in a domestic study away program can help you develop qualities within yourself that are essential for success in any career. Some of the skills you may gain that are marketable to employers include:

- Communication skills (in both your native and a foreign language through observing, listening and overcoming language barriers)
- Flexibility and adaptability to new situations

connected and know what it's all about. Often coaches are former players, so they already know how a practice is run and how everything works. If someone's not on a varsity team, but still wants to participate they should offer to be a manager for a team or somehow get connected so they can see the inner workings of it. There are many youth programs where people can be involved. The biggest factor to consider is that if coaching is what you want to do, you need to make connections with people. It's not always what you know, but who you know. The more people you make connections with the more opportunities you'll ultimately have, because they may know of positions that are opening up and be able to make recommendations on your behalf. Obviously you want to learn all about the sport, whether it's basketball or any other sport, but then find people that can help you achieve your goals and network that way.

CDC: How did you decide you wanted to be a coach?

ET: I just kind of fell into it. I played varsity athletics when I was in college and didn't really know what I wanted to do. I had a lot of different interests and ended up getting my degree in education and teaching. I stayed connected by coaching at youth camps. I taught and then I coached on the side as well, so it grew from there. I took some time off from teaching to just coach and raise my family, and now I'm back into it full time.

CDC: How do you balance your work life with your family life?

ET: Maximizing the time I have with my family is very important. I know that there will be nights where I am going to be gone. My husband and I have made it a priority for one of us to always be with our children. During the seasons when I'm gone, he's really made himself available to be there for our kids. Some other family members help out as well. In the off season, I really make sure that I'm there and

host the **idealist.org Nonprofit Fair** on:

Friday, February 17, 2006, from 11:00 .am. to 4:00 p.m.

As many as 60 organizations will be represented. Registration is free for candidates seeking jobs, internships, and volunteer opportunities. Students are encouraged to go to the website www.idealists.org for more information. Free workshops and panel discussions are also scheduled.



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 and more. We hope you find the information useful. This newsletter's topic is:

["Protecting Your Identity While Job Hunting Online"](#)

Suggestion Box



PLAYING FAIR

Choosing and attaining meaningful post-graduation employment is an important challenge for college students. To aid this process, the CDC and employers develop connections and programs, such as on-campus recruiting,

- Experience taking initiative and taking risks
- Ability to learn quickly
- Ability to establish rapport with others who are different from yourself
- Problem solving and crisis management skills
- Independence and self-reliance
- Responsibility and time-management
- Tolerance of others and an expanded worldview
- Energy, enthusiasm and motivation to try new things

In addition, many programs offer opportunities to gain work experience by including an internship component. This is an excellent experience to put on your resume and discuss with potential employers because it highlights how you used the skills you developed in a "real-world" setting.

For more information about these programs, contact the International Office or visit their webpage at <http://www.macalester.edu/internationalcenter/interns.htm>.

Once you return from your time away, the Career Development Center can assist you with highlighting the skills and experiences you gained when searching for jobs, internships or graduate programs. In addition, if you decide you would like to spend more time away by working in another state or another country, career counselors at the CDC can assist you with job or internship searches around the country and around the world.

Although study away is not for everyone, it is definitely worth considering as a way to learn more about yourself, expand your worldview and prepare yourself for life after Macalester.

Junior Jumpstart

IN THE KNOW

maximize the time I have with them. Even during the season I've still found that I have time for my family. I bring them to Macalester and they come to games. It's not always easy, but you just prioritize.

CDC: Do you have any future goals or any idea of how this position fits in with them?

I haven't thought too far into the future other than to get this program off the ground and get it going. I want to make it something that Macalester can be proud to have. Other than that, I have a Masters in Education in Athletic Administration, so staying at the college level is very interesting to me whether it's 10 to 20 years from now. I enjoy working with college-age students and working on a college campus. I think that staying somewhere in the college field provides a lot of opportunities. That would be my only goal for right now.

Featured Article

INTERVIEWING TO TAKE HOME THE GOLD

According to Chandra Fox, author of *Interviewing to Take Home the Gold*, "interviewing is like being selected to compete in the Olympics: you have outperformed hundreds or thousands of competitors and are down to the final round. You are now competing with the best of the best. How can you leave with the gold? Here are keys to making your interview a day for the champion.

Research your company. How can you convincingly show interest in a position that will take approximately 25% of the hours in your week with no knowledge of the general job description, the company, its goals, or its current events? You can't. Here is how to understand the company with which you will be interviewing:

- Get the company's annual

resume writing and interviewing, and job fairs, in which you and your fellow students are active participants. For this process to be successful, everyone involved must work together. Check out the [National Association of Colleges and Employers' Principles for Professional Conduct](#) which provide guidelines for the process to ensure that everyone is playing by the same rules.

Featured Fellowship

Jack Kent Cooke Foundation



[The Cooke Foundation](#) will award scholarships to help students with exceptional promise (GPA of 3.5 or higher) and demonstrated financial need complete a graduate degree. Macalester may nominate two students to compete for these awards. Candidates must already be accepted into a graduate or professional school at the time of application for this award. Candidates need not be U.S. citizens. **Campus application deadline: April 3, 2006.**

For details on the scholarship, consult the Cooke Foundation website at: http://www.jackkentcookefoundation.org/jkcf_web/home.aspx?Page=Main.

The Dean of Academic Programs, [Ellen Guyer](#), (651) 696-6036, coordinates the Macalester application process. Be sure to talk with her if you are interested in

Things you might not have known... Did you know that when you apply for a job, your employer might:

1. Ask you to take a physical/drug test - the old joke about "failing a urine test" is still around because many employers still require that you pass a physical and take a drug test. Remember that if you choose to party - chemicals stay around in the blood/urine longer than you might think!
2. Check your criminal record or driving record - did you get arrested for protesting...did you collect more than your share of speeding tickets. These can be flags for an employer and may keep you from getting the job.
3. Look you up on Facebook or "Google" you - Those postings that you thought were so cute, the photos that seemed funny, the "edgy" article you have posted somewhere - these may not seem so cute to a potential employer. We're already hearing about employers who find employees/interns with Facebook accounts and have them search for people that have applied for jobs. And "Googling" candidates has been standard for several years for many employers.
4. Check your credit rating - This is especially true for positions that deal with money (obvious) or positions that require security clearance (not so obvious).

And did you know that it is a common practice for law schools to request that candidates get a letter from the dean of student affairs indicating whether or not the candidate has been involved in disciplinary action as an undergrad.

For some of the information gathering, you would need to give your permission for a potential employer to collect the information,

report from its Web site, if available.

- Visit its Web site to read about the direction of the company and any current media coverage.
- Look over the *Standard and Poors Corporate Records*.
- For smaller companies, call the city's Chamber of Commerce.

For every company, you want the following company information checklist:

- Services and/or products
- Competition
- Sales: any large increase or decrease and why
- New products/services available from the company
- International operations
- Any media information on the company in the last year

The Handshake. It tells a story about each person. Do you come from the top and give the power handshake? Do you shake hands very lightly? These examples may seem simple, but it is easy to start off poorly with a bad handshake. Avoid the light delicate handshake and the powerful over-the-top controlling handshake. Give a firm, full-handed handshake with members of both sexes.

Prepare yourself but do not memorize. If you try to memorize a response to the question, "What is your biggest strength?" you will blurt it out, privately congratulating yourself on your memory while the interviewer stares in disbelief at how quickly you answered that question without seeming to give it much consideration. When your interviewer follows with "Why do you consider that your biggest strength?" you realize that you were not prepared for that one. Instead, think of some challenges in your work background -- positive and negative -- and tie your answer to those challenges, your response, and the results. For example,

applying for the scholarships. For a complete list of all scholarship opportunities go to:

<http://www.macalester.edu/academicprograms/scholar.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
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**

but some of this simply involves searching public records. We mention these practices so that they don't surprise you if you run into them, and so that you can think about possible consequences of choices you might make during the last half of your college career.

If you have questions or concerns, talk to one of the Career Development Center staff who will confidentially assist you.

Senior S.L.A.M.

HEALTH INSURANCE

Last semester, so many things to do! Don't forget to put on your list "health insurance". According to the National Partnership for Women and Families, more than half of young workers have a job without health benefits. Not to dangle horror stories in front of you but it would only take one serious illness/accident to wipe you out financially! The price of going it on your own may seem steep, but in the long run, having health insurance is better for your body and your budget. Macalester Health Services has some resources to explore options with but here are some general strategies to start with:

1. *Talk to your parents about their insurance coverage.* If you have been covered by their plan, find out EXACTLY when you become ineligible.
2. *Check out COBRA.* This is a temporary form of health insurance that mimics the benefits you received under your former plan. It is time limited and has to be started within 45 days of your old plan stopping.
3. *Find out about temporary insurance plans* - these can run up to 6 months
4. *Look into using an insurance agent* - of course, compare plans and see what works for

Challenge: Your sales division's productivity decreased, and it seemed your division would not meet/exceed annual goals.

Response: Observed the staff to see where bottlenecks were occurring. Determined a need for additional employee development and training. Focused on employee development through intense training.

Results: Hit corporate budget at year-end and was noted by management for exceptional problem solving and turnaround capabilities.

Now when asked "What is one of your biggest strengths?" your response might be: "My biggest strength is my ability to identify potential problem areas, solve the problem, and produce results. An example of this would be when my division's productivity decreased and it seemed as though we would not meet/exceed our annual goals..." and continue with the story above.

This same scenario would also work if the interviewer had asked, "Describe a difficult situation and how you handled it" or "What would management say about you?" Thinking through specific situations will allow you to choose scenarios most appropriate to the question.

Have questions for the interviewer. Here are some good ones:

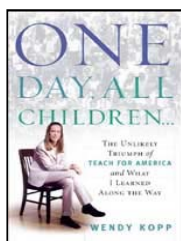
- How does my job fit with the mission of the organization, corporate performance, or profitability?
- What will I be contributing to the organization?
- What makes your company different from others?
- What is your corporate culture?
- What differentiates your company from your competition?
- What significant changes has the company experienced in the past couple of years?
- How would you describe the

you and avoid sales pitches. But they can be a great resource in finding something that meets your needs.

5. *Check out the web.* Many of the large insurance companies have information on their plans on the website so comparison shopping is possible.

Of course, you should consider health benefits to be a primary piece of compensation when you are job hunting. When you look at salaries, look also at the benefits package - it can make a huge difference in your overall income, convenience and peace of mind. You have enough other things to worry about, right?!

The Bookshelf



"One Day, All Children... The Unlikely Triumph of TEACH FOR AMERICA and What I Learned Along the Way" by Wendy Kopp; The

Perseus Books Group, Cambridge, MA; 2001.

As a twenty-one-year old college senior in 1988, Wendy Kopp was a bona fide member of the "Me Generation." Yet she found herself searching for a chance to make a difference in the world, and she sensed that she was not alone.

Deeply concerned about what she saw as a grave injustice - the inequality of educational opportunity in America. How could we allow children in low-income areas to perform so far below their true academic potential? How could we deprive them of an equal chance in life? It simply wasn't right.

From her dorm room at Princeton University, Wendy developed a plan to call upon the most talented members of her generation to teach

most successful employees in your company?

Mental Preparation. This may seem hokey, but it is proven to be a good tactic in any high-stress situation. As you arrive early for the interview (at least 15 minutes), and you are waiting to be called in, mentally prepare for your interview. Picture the interview going smoothly, the interviewer asking questions, and your answering them perfectly. Imagine the interviewer telling you that you seem perfect for the job as you leave even more excited about the position. These are some of the things that should be going through your mind. If you are nervous, start your mental preparation by taking deep breaths and thinking "You are" as you inhale and "relaxed" as you exhale. Repeat this procedure until you are relaxed. Avoid thinking, "What if they don't like me?" or "What if I get stumped?" and focus instead on relaxing. Just try it? - mental visualization worked for the Bulls and Phil Jackson, and it will work for you.

Close of the interview. You are ahead of the competition and on your way to the gold medal, but you get a cramp. Do you stop? Not a chance. You have to cross the finish line, just as you have to close the sale of yourself in the interview. The end of the interview is your time to close with "a positive, very interested in what you have learned" close. When the Interviewer is closing with "Well, if you have no further questions, then we are done," that is your cue to say one of the following:

- Actually, I'd like to know how I should proceed from here. Should I contact you or will you be in contact?
- How soon will I hear from you?
- What is the process from here?
- What would distinguish one potential candidate joining your company from another?

for two years in the nation's neediest urban and rural public schools. She envisioned a new national service corps called Teach For America that would heighten our country's commitment to its most disadvantaged children.

Even before she graduated, she put the plan into action and it worked. Since the first group of 500 teachers entered classrooms in 1990, more than 5,000 Teach For America corps members have assumed teaching positions from South Central Los Angeles to the Mississippi Delta to Southeast DC. They have stimulated young minds across the nation. Many have already emerged as leaders in the fight for change.

One Day, All Children... is the remarkable story of one young social entrepreneur and her dream for a better America. It reveals the struggles of an organization created by and for young idealists. But more importantly, it explores the growth of a new civil rights movement, a movement that demands equal educational opportunity for all Americans. Wendy's vision is that one day, all children in this nation will have the opportunity to attain an excellent education. In this book, she shows us that we can make her vision a reality.

(This book can be found in the Kagin Resource Center, Education Section of the CDC resource library.)

- How do I prove my commitment to the organization?

Follow-up. You leave the interview and feel good about the position. Now go to your car and write down what just happened. Write the topics discussed, the characteristics the interviewer described for the position, and other details. This will help you write a thank you letter that shows both your interest and that you are a perfect match for the position.

There are, of course, as many ways to succeed in an interview as there are Olympic gold medal winners. The best advice is to relax and be yourself. Remember that your interviewer once interviewed for his/her job and understands the intensity of the interview process. By being as prepared as possible for your interview, you will enhance the qualities that have already made you a great candidate. Just remember that it takes preparation and knowing how to play the game with strategy and excellence to win."

(Source: CareerBuilder.com)

February 13, 2006