



CareerStreet

A Publication of the Career Development Center Macalester College

Vol. III - Issue 12 - May 1, 2006

"The secret of greatness is simple: do better work than any other man in your field - and keep on doing it." (Author - Wilfred A. Peterson)

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Hot Jobs



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

Program Assistant National Center for Learning Disabilities New York, NY

Salary: commensurate with experience not to exceed \$30,000

Deadline: 06/13/2006

Assist the Director of Professional Services and the Associate Executive Director of Programs with administrative tasks that advance NCLD's educational programs and information outreach services.

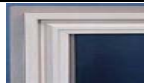
Must have BA/BS degree, excellent word processing, database and Internet skills.

Excellent communication skills (writing and verbal).

Organized, creative, self-starter, detail-oriented.

Ability to manage multiple projects on deadline. Positive attitude and good interpersonal skills; able to work effectively as member of a team. Ability to interact with

Counselor's Corner



STAY CONNECTED by John Mountain, Assistant Director, Employer Relationships Career Development Center

You may have done quite a bit of work getting prepared to be selected for the position/internship you want, or possibly just now getting started. Either way, you want to make sure you keep track of all the contacts you are making. To ensure that you don't lose all the benefits of your hard work (or future hard work) you want to make sure you stay in touch with all the contacts you have developed.

While you are still on campus, think of all the people that could be great resources for you. This could include professors, friends, and staff members all who have contacts of their own that might be very helpful. It is much easier to tap into their experiences while you are still at Macalester than after the end of the year. The importance of staying connected with your current contacts and in fact, expanding that network is always critical. These connections may help you find a position/internship of interest, or when you find a position that is a good fit, it can make you more effective because you have a network of resources to tap into when a particular question arises, or in the future when you or a colleague are looking for a new opportunity.

Macalester at Work

by Eileen Fitzpatrick, '06
CDC Student Staff



Marian Gibbons Macalester Class of 1986

Marian Gibbons is the Principal in M Company LLC, a financial advisory firm providing strategic planning and capital raising services to high-growth, branded ventures in the consumer, retail, apparel, and media industries.

Prior to forming M Company, Marian worked as an investment banker on Wall Street, executing equity, debt and mergers and acquisitions transactions on behalf of publicly traded companies in the retail and apparel industries. Between practicing with Banc of America Securities and Merrill Lynch's Investment Banking groups, Marian spent a year as the Chief Financial Officer of the cult-favorite ecommerce start-up, violet.com, where she was responsible for raising and negotiating the Company's first round of venture investing. Marian returned to Wall Street, when violet fell victim to 2000's dot-com bust.

Before going to business school, Marian spent five years with Ernst & Young's International Financial Services management consulting practice, where she facilitated overseas investment decisions by US Companies and promoted international investment opportunities on behalf of foreign

public and professional audiences with tact and diplomacy. Flexible thinker; good problem-solving skills. To apply, submit letter, current resume and brief writing sample to: Program Assistant Search (NCLD) 381 Park Avenue South, Suite 1401, New York, NY 10016. Fax: 212-545-9665
E-mail: Programs@ncl.org

Domestic & Sexual Violence and Stalking Advocates

AmeriCorps Victim Assistance Program New Hampshire

Deadline: 09/05/2006
Seeking full- & part-time domestic and sexual violence and stalking advocates. Positions are available locally and throughout New Hampshire at crisis centers, police departments, and prosecutor offices, department of corrections, and colleges and universities. Must be at least 18 years old. Available beginning Sept. 5, 2006 . To receive an application, which includes additional information, visit our web site at www.avap1.org or call 603-224-6466

AmeriCorps Member Worcester Community Action Council, Inc. Worcester, MA

Salary: Living Stipend of \$10,600
Deadline: 08/01/2006
Cityworks AmeriCorps members serve full time for 11 months as Tutors in elementary schools and as Volunteer Organizers in non-profit agencies. Tutors: Members are placed in K-3 classrooms to tutor low achieving students to improve literacy skills. In addition, members assist with general classroom duties, such as curriculum and classroom preparation. After school,

A key component of making your contact list effective is making sure it is accessible. It can be as simple as a handwritten piece of paper or as complex as an elaborate spreadsheet. The main point is that it is in a central location and is easy to update. If you get in the habit of taking the extra minute to update your contact sheet as you meet new people or a person's contact info changes, you will be amazed at how quickly your contact sheet will grow with new names and resources.

Now that you have updated your contact list, try to do your best to keep in touch with them in the future. Just like it would be foolish to do hours and hours of research for a paper and then never write it, the same thing applies with doing all the work to cultivate these great connections and then just let them be forgotten over time.

Just like networking doesn't end once you leave Macalester, the same thing can be said for using the resources of the CDC. Our resources are available to all Mac alums, not just current students. For graduating seniors, feel free to contact us anytime. To give you an idea of the range of alumni the CDC meets with, in my short time at Macalester, I have worked with alumni ranging from December '05 graduates to an alum who graduated fifty years ago! While they might differ in age, their core intent is very similar. They are looking to explore what options are out there and what tools can help them get there. The CDC can help you get where you want to go, not only now, but in the future.

Make an appointment today by stopping by the CDC or by calling 696-6384.

Senior S.L.A.M.

(Seeking Life After Macalester)

CONGRATULATIONS CLASS OF 2006!



governments.

Marian holds an MBA in Finance from Wharton, an MA in International Relations from Johns Hopkins University and a BA, *summa cum laude*, from Macalester College. She lives in New York City in the downtown neighborhood of Nolita.

CDC: Can you tell us a little about your education and career background?

MG: I have an MBA from Wharton, an MA in International Relations from Johns Hopkins and a BA in economics from Macalester. I've made all of my educational and career choices very intuitively. It looks like a relatively straight path in hindsight, but it hasn't felt like it along the way and there were points where I thought I was a bit crazy to be making the choices that I was making at the time.

From Macalester I took a year working in my hometown of Pittsburgh at the Latin American Studies Association at the University of Pittsburgh before returning to school to get my Masters at Johns Hopkins. From there I went to Ernst & Young where I spent five years working for their International Financial Services group. From there I went back to business school, knowing that I wanted to transition to work in investment banking - I'd figured this out from some of the exposure I'd had to working with bankers while at Ernst & Young, and I joined Merrill Lynch upon graduation from Wharton. I was a banker for seven years before I made a very Macalester-like move and decided to quit, without another job or a specific plan for what was next. And I took a year off, doing triathlons, snowboarding, traveling to Africa with Habitat for Humanity, before deciding to create my own advisory company, providing strategic planning and capital raising services to high-growth, branded ventures in the retail, apparel, consumer and media industries - which is what I'm doing right now.

CDC: Do you have any plans for what you might do next in your career?

members serve in youth programs and in social service agencies. Volunteer Organizers: Members are placed in non-profit and faith-based agencies to identify volunteer needs, conduct outreach to recruit volunteers to meet these needs, and to coordinate volunteer activities. College degree or some college courses required. Committed to engaging in full time volunteer service. Ability to work with a diverse community. Experience working with children or volunteers desirable. Prior volunteer experience. For application information, please contact Charla T. Hixson, MSSW at cterani@wcac.net or (508) 754-1176 Ext. 139. Or apply online at www.nationalservice.org.

Zebrafish Technical Research Assistant
Brigham and Women's Hospital
Boston, MA
Salary: 28-32K
Deadline: 06/15/2006

Assist in the maintenance of a 2000 sq. ft. zebrafish research aquaculture facility with a holding capacity of up to 60,000 fish. Routine duties consist of daily feedings, culturing of invertebrate food sources, cleaning of tanks and equipment, setting up breeding crosses, egg collection, rearing fish stocks, monitoring and maintaining water chemistry, updating facility databases, assessing fish health, etc. Additional responsibilities will include advising scientific staff on various aspects of fish biology related to ongoing biomedical research projects, conducting independent research projects related to reproductive biology and/or nutrition of the fish, and some

SENIORS - A FEW FINAL THOUGHTS BEFORE YOU LEAVE...

- Know that you are still a part of the Macalester community as a graduate. You join the even larger community of Macalester alumni that you can connect with for a variety of reasons - networking for career ideas, navigating a new community, establishing a social circle in a new location. The alumni office has an online directory that you can access as a new alum - check it out!
- If you haven't done so already, touch base with faculty and staff who you might like to serve as references for you for grad school and job applications. Ask them if they would be willing to do so when the time comes. If the person is likely to leave (e.g. a temporary/visiting employee) or if it will be awhile before you need a reference (e.g. grad school is planned for several years out), talk with them about possibly getting a letter that you can personally manage.
- Make sure you cover your financial bases, especially health insurance. It's not worth the risk to go without it! Health Services has some resources to get you started if you need some ideas.
- Keep electronic copies of your writing or other projects. You never know when you might need to submit a work sample as a part of an application process.
- Finally, the Career Development Center is available to you as a graduate. You can access our resources on line, email or call us with questions or if you are in the area, you can schedule appointments to us. This is a

MG: Well, since I'm right at the beginning of forming my own company, I expect to be in this role for quite some time. Ultimately I'd like to have a number of partners in this business, and be investing in companies, in addition to providing advisory services to them. At some point down the road, I'd love to return to some form of public service (my job at Ernst & Young had components of that), but that's a ways off in the future.

CDC: What are some of your interests outside of work?

MG: I do triathlons, snowboard, travel and read voraciously - I try to have some means of giving back not just financially, but also of myself and my time, and have done that in the past either by being a Board member of non-profit organizations, or, as I mentioned above, by doing volunteer work for Habitat for Humanity or other similar organizations. Family and friends are extremely important, so with that list, my time is pretty much spent!

CDC: You've worked in an industry that, while changing, has been predominately male. What advice would you have for women who are interested in working in these areas?

MG: While mentors are important, I think it's almost more important to find two or three really good, loyal, trustworthy, non-competitive, female peers early on in your career, especially if it's in a high pressure, work-intensive arena like Wall Street. You're going to have days when you're stressed, frustrated, have made a huge mistake on an assignment, it feels like the world is surely going to end, and there is no substitute for a girlfriend who fully understands the context of your job, allows you to let your hair down and cry (behind closed doors!!!), and get it out of your system so you can move on and forward. These friends can also be very important in helping you to make big career decisions, navigate challenging work (and friend and family!) relationships and serve as the foundation of your career network over time. I think it's also extremely

participation in ongoing biomedical research projects. This is an excellent opportunity for a candidate to utilize and expand their knowledge of fish biology and aquaculture while also gaining exposure to various facets of biomedical research. Requires a B.S. in fish biology, aquaculture, or closely related discipline and should have experience working with aquatic animals, preferably in a scientific setting. Familiarity with the zebrafish model is desirable, but not required. For application information, please forward a brief cover letter, c.v., and three letters of recommendation to: Christian Lawrence Brigham and Women's Hospital Karp Family Research Laboratories 06-004B One Blackfan Circle, Boston, MA 02115 Tel: 617.355.9041 Fax: 617.355.9064 clawrence@rics.bwh.harvard.edu

FT Weekend Sports Anchor/Reporter WGAL-TV Lancaster, PA Salary: negotiable Deadline: 05/13/2006
 Immediate opening for a Weekend Sports Anchor/Reporter to produce and anchor early and late evening weekend sportscasts and report several days each week for sports department. The successful candidate will write, produce and edit all scripts and video for weekend newscasts. Duties include preparing sports wraps for the weekend and weekday morning newscasts. The successful candidate will also be expected to shoot sports highlights and feature stories on a regular basis. Good broadcast writing skills are a must. Experience shooting sports highlights and feature

lifetime resource - don't hesitate to connect with us if you need some support in the transitions that you will experience as a new graduate.

Best of luck!

Junior Jumpstart

PREPARING FOR THE NEXT TRANSITION!

Some say that the entire senior year is a transition! It certainly brings with it distinct tasks and benchmarks. A little prep work this summer will help you get a good start "out of the gate" (to use a horse race metaphor).

* Use this summer to think about your network and begin to connect with those folks. This is especially critical if you want to enter the highly competitive fields of consulting and investment banking - alumni in these fields expect you to not wait until fall to start networking with them.

* Think about what you want to do next year and begin to put down some time lines and prep steps. Examples: If you are thinking about grad school, consider when you want to take the LSAT or GRE and incorporate some preparation/study steps. If you will be interviewing for jobs, inventory your wardrobe and see if you have a suit, if it fits, is it clean, etc. - having one ready to go will take away some of the stress when you have to start interviewing.

* Talk to your family about your plans at this point - advance navigation and exploration of their expectations can help to avoid unseen issues later on. Bring them on as allies early!

* If you are not sure about what you want to do after graduation, take some time this summer to reflect and explore. Read, research, talk to

important to build similar male friendships, but there is something different and valuable about the female friends' perspectives that has really grounded me along the way. My friends and I have made different choices - some are married with children, staying at home, some are single, some are divorced, some have changed professions entirely, but we support each other in the choices that are right for us as individuals and the foundation of those friendships serves as a very important source of strength for each of us, I believe.

CDC: I understand that you have maintained some connections with Macalester and fellow alums. How important have these Mac connections been for you?

MG: Well Mark Vander Ploeg, who is the current Chair of the Board of Trustees, was the link to my first interview at Merrill Lynch, where I landed a summer banking internship while in business school. I went on to receive an offer to join the firm on a full-time basis after business school, so that was fairly important! Coincidentally, I happen to be friends with two other Trustees, so they keep me posted on what's going on at Macalester, have encouraged me to stay involved and aware of what's going on at the College, and that's also been very important to me, as it keeps me focused on and paying attention to an important set of values that aren't always at the forefront of a life spent in New York and working in finance!

CDC: Have you had any mentors in your life? If so, would you be willing to describe those relationships and how the mentor influenced you?

MG: Ironically my most important mentor was my boss in my first job at Ernst & Young out of Johns Hopkins, so that was quite some time ago. She encouraged me to really spread my wings and excel and challenge myself, and it was partly thanks to her that I made what felt like a very counter-intuitive move at the time - to go back to graduate school and get a second

stories is also a plus. Applicants must possess a thorough knowledge of professional and college sports and understand the importance of high school sports. Send a resume and tape to: Dan O'Donnell News Director, WGAL-TV 1300 Columbia, Avenue Lancaster, PA 17604. No phone calls or emails please.



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.mcalester.edu/cdc/recruitcurrent.pdf>



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:

"Money Matters for College Students"

Suggestion Box



people. If you are in the Twin Cities area this summer, schedule some time with CDC staff to get some help with this task of decision-making.

* Get rested this summer! The senior is fun but demanding. Start the year refreshed and ready to run.

Have a great summer break. Give us a call if you have any questions!

Sophomore Syllabus

WHAT I DID ON MY SUMMER VACATION...

Summer vacation is almost here, and if you're like most Macalester students you're probably ready to enjoy a well-deserved break from classes. Summer can also be a good time for you to continue your career development by learning more about the world of work and gaining real-world experience. Consider some of the following options to make the most of your summer vacation:

1. **Research** jobs and careers that interest you by visiting the CDC library or website. Find out what fields students in your major typically go into, and narrow down your list of potential careers.
2. Meet with a **career counselor** at the CDC to talk about your career goals and do some assessment exercises to start thinking about how your interests and preferences fit into the world of work.
3. Conduct some **informational interviews** or do some **job shadowing** of professionals who work in careers of interest to you. First-hand advice and information is one of the best ways to learn about a career. Drop by the CDC to conduct a search of Mac alums whom you might be interested in talking to.
4. Get a **part-time job** or

master's degree. In investment banking I really found that it was my friends, and women who were just one step ahead of me, who helped me the most. And in every instance it was by encouraging me to follow my intuition, even when it was leading me to make choices that really went against the grain. I guess the success or failure of my current venture will be the next means of assessing how wise making counter-intuitive choices may be!

CDC: Ethics in business (or lack of) has seen a lot of press in the past couple of years. What should new Macalester grads be prepared to address when they hit the business world? Or has it all been overblown?

MG: It hasn't been overblown. Money makes people make weird choices. Hopefully your family, friends, and Macalester education will give you enough of a foundation in what is good and true, that if you do decide to go into business, you will maintain your center and know enough not to make decisions by assessing what is legal, but by assessing what is right. The law will sometimes let you get away with things that really aren't fair - just because they're legal, doesn't make them the right thing. Thankfully, I've never been faced with the need to confront anyone about any ethical issues, but again, I think having an outside support network, that can help you when facing difficult decisions, is extremely important.

CDC: What does the term "liberal arts education" mean to you?

MG: Curiosity and a constant desire to grow and learn.

CDC: Do you have any general words of advice for Macalester students?

MG: It's cliched, but, really, follow your heart and your intuition - they are the wellspring of your energy, your creativity, your ideas - and your happiness! I guess I'd also add that a number of my choices have been very counter-intuitive financially and they've

REFERENCES

If you desire references or letters of recommendations from your professors or supervisors for scholarships, internships, jobs, or graduate or professional study, ask them to think it over and you'll check back with them in a day or two. They may want to peruse their records of how you've done as a student or student employee before they commit to giving others their opinion of you. And since many times, there are deadlines for providing such references or recommendations, be sure to make your requests plural in a timely fashion. Finally, never include a professor or supervisor as a reference on your resume without his or her approval in advance.

(Source: Thirty-Five Suggestions for College Students by Dr. Gwen Brown and Dr. Matt Franck.)

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](#)

internship that that will help you build skills you'll need in your career. For example, if you're interested in working with people, find a job that allows you to develop communication and customer service skills.

5. **Volunteer** with an organization that works with a population or issue of interest to you. Just because you aren't getting paid doesn't mean you aren't gaining valuable experience that you can market to employers!

First Year Focus

SO, YOU'RE GOING TO BE A SOPHOMORE...

The next two weeks will fly by, filled with finals, papers, good-byes to friends, parties and possibly even a bit of sleep. When you step back on campus in September, it will be as a sophomore. During the lazy, hazy, crazy days of summer we encourage you to spend a bit of time thinking about "your future" -- at least once or twice. We have made many of these suggestions in the past, but they bear repeating, as you prepare to leave campus for three months.

Some of the tasks at hand when you return will include, but are not limited to:

DECLARING A MAJOR: The largest consideration for many of you will be declaring a major. Seemingly a simple task for some, others have been known to agonize over this decision. Spend time reviewing our website. (www.macalester.edu/cdc). We have many resources for helping you obtain information about majors and career paths.

RESEARCHING INTERNSHIPS: Sophomore year is the best time to begin this exploration process. Look at our resources

always paid off. Don't let a lack of money be a reason not to do something - there's always a way to get things done if you believe in them enough (bearing in mind, however, that point about ethics above!).



Web Watch

The following list of web sites may be helpful in looking for current employment positions or professional tips:

www.careersearch.net/macalester

Client Referral Code: macalester04

CareerSearch allows you to search for organizations based on type of field, company size and location. You can also obtain an in-depth perspective of most major metropolitan areas in the United States and gather salary information for thousands of positions.

www.experience.com

This is an excellent resource for students and young professionals beginning their careers. **Experience.com** has career research information, resume posting opportunities, job listings and information about the latest workplace trends.

www.erecruiting.com

The Career Development Center is using **eRecruiting** to coordinate the job postings received by the CDC (postings received by mail or fax, however, are filed in the CDC Resource Library). **eRecruiting** enables students to easily register personal, academic and work experience information with the career center, upload resumes and cover letters, search for jobs. (This is the same as Grand Avenues on the CDC & Macalester Internship web sites.) Alumni can access by entering the username and password below:

Username: MacalesterAlum
Password: Alumni

www.campuscareercenter.com

As a member of CCC you can apply for

writing; books on etiquette, [interviewing](#), [grad school](#) and the [job search process](#); and an extensive [alumni directory](#), sorted by career.



SUMMER HOURS
(Effective 5/22/06 through 8/25/06)

8 A.M. - 5:00 P.M.
Monday - Thursday
Office closed Fridays
(No drop-in hours during summer)

REGULAR HOURS

8 A.M. - 4:30 P.M.
Monday - Friday
(Daily Drop-ins between 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

www.macalester.edu/internship and do some creative investigative work of your own. Where would you like to get “real world” experience before leaving Macalester?

SELF ASSESSMENT: You will need to talk about yourself, in person and on paper. Begin a rough draft of your resume. Think about your top skills. What are your gifts? What do you value? This soul searching is often easier to do with a more relaxed schedule, no paper hanging over your head and good weather.

You can visit the Career Development Center in the summer. We are open for in-person appointments as well as via phone and email.

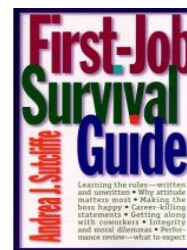
Have a great summer and stop by to see us when you return!

jobs, collect information on companies, and get job interview and resume writing tips.

<http://collegerecruiter.wantedjobs.com/wjo/search.jsp?cb=collegerecruiter> This web site allows you to search for job postings on multiple web sites.

The Bookshelf

"First Job Survival Guide" by Andrea J. Sutcliffe, Owl Books; New York, NY, 1997.



"First Job Survival Guide" offers a rather sarcastic (but occasionally useful) look into the world of the office and the entry-level positions people just out of college are frequently channeled into. The book explains innumerable behaviors and skills that will get you ahead in the eyes of your boss and your co-workers and enable you to get all those TPS reports and Powerpoint presentations in on time.

Some of the book's sections are helpful; for example, the list of ways you should act during your first three months points out, though rather obviously, that you shouldn't take any liberties with attendance and the quality of your work. The book seems to be written for people who have limited people skills, however. The "Voice Mail Etiquette" section emphasizes that you shouldn't eat or drink while leaving a message. Hmmm... good point.

Other helpful sections include "Watch Your Language," "Avoiding Problems with Drugs and Alcohol," "Your Boss is not Your Mother," and "How to Know When it's Time to Leave." Also interesting is the section on ways in which to organize your desk and file cabinet ("you will probably want to arrange the folders alphabetically, but

some people prefer placing their most frequently used folders at the front of the drawer.”)

Avoiding physical fights with one's cubicle-mates may be an important job skill, but one that this book unfortunately assumes young professionals do not possess. Some of the quotes from people who have first-hand experience to offer are depressing—Felicia, for example, realized that she was unhappy in her first job when she “started snacking all the time—the work was so boring that I needed candy bars to help me stay awake through the afternoon.”

Perhaps the primary lesson to be learned from this book is that work is what you make of it. And after reading its advice, it's likely that you'll want to be careful what cubicle you end up in.

(Book reviewed by Katie Harger, CDC Student Staff.)

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

May 2, 2006