

Career Connection



A UCS newsletter for Faculty

University Career Services

Division of Student Affairs UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL

January 2008

Marcia B. Harris, Director

UCS is Expanding

We are excited to announce the expansion of UCS over the next academic year. In order to meet the increasing demand for career services on the part of our students, as well as to prepare for the planned increased enrollment of at least 3,000 more students in the next few years, we are expanding our space in Hanes Hall by 50%. When renovations are completed the fourth floor of Hanes Hall will provide interview offices, an employers' lounge and a hall for hosting events. Relocating the Interview Suite to the fourth floor will allow for additional counselors offices on the second floor, giving UCS the flexibility to expand its staff to meet the needs of a growing student population. While Hanes Hall is being renovated and our space is being expanded, UCS has moved to a temporary location - the second floor of Granville Towers South (125 West Franklin Street). The expansion is expected to be completed by fall 2008 at which time UCS will return to Hanes Hall.

A Resource for Your Students: Academic Credit for Internships

Some employers require students to receive academic credit in order to participate in internships with their organization. Here are avenues for students to receive credit:

Who to talk to:

Faculty Advisors/Academic Program Directors: A few departments offer an internship course; others allow students to set up an independent study for the internship.

Director of Experiential Education: In a new role within the College of Arts & Sciences, Dr. Kenneth Janken is available to answer questions regarding the new experiential education requirement and is offering a course to help students receive academic credit for their internships. Specific information about this program can be found on the Office of Undergraduate Curricula website: <http://www.unc.edu/depts/uc/internshipfaq.html>.

University Career Services: Amanda Williams, UCS Internship Coordinator, can work with students to help them decide which form of academic credit might work best for their situation. UCS also offers a 1- credit hour for internships that may fall outside of the categories listed above.

UCS IS IN THE CLASSROOM

Laura Lane, Assistant director of UCS who works with English, Communication Studies, and Journalism students, is in the classroom with students in College Composition classes. She offers English Teaching Fellows the option of conducting a Resume and Job Correspondence presentation in English 101 and 102 classes. Ten Teaching Fellows utilized Laura's presentations in Fall 2007 and included her career materials as part of the Professional Community Unit. Additionally, Laura conducted Effective Interviewing workshops for three English 101 classes. Three more Teaching Fellows brought Laura or another UCS career counselor into the classroom for a presentation on exploring majors and careers, which included examining the UCS website, the new eXplore database, online career resources, the Career Resource Room, and interest assessment. Bring us into your classroom. University Career Services is available to make classroom presentations on a wide variety of career related topics.

FEDERAL JOBS

With nearly 2 million employees, the federal government expects about half of its employees to retire in the next five years. Only 16% of federal jobs are located in Washington, D.C. and more than 50,000 are outside the United States. What are a few government job titles that may be appealing to college students?

Ethics Specialist
Parks-As-Classroom Coordinator
Environmental Education Assistant (Avalanches)
Sports Specialist
Equal Opportunity Specialist

Students with a GPA of at least 3.5 are designated by the federal government as Outstanding Scholars. They may apply for over 100 fast-track management training programs in career fields such as these:

General Anthropology
Archives Specialist
Community Planning
Environmental Protection
Foreign Affairs
Public Health Program Specialist
Import Specialist
International Relations
Museum Management
History
Technical Writing & Editing

Instead of entering a federal job at the bachelor's degree level, Outstanding Scholars and students with Superior Academic Achievement (3.0+ GPA) may qualify for a higher salary grade.

More than a quarter of employees in some disciplines work for the federal government:

Geographers	73%
Astronomers	55%
Conservation Scientists	52%
Mathematicians	46%
Economists	32%
Zoologists and Wildlife Biologists	32%
Anthropologists and Archaeologists	27%
Physicists	27%

The federal government also offers internships in many career fields and some agencies have post-baccalaureate fellowships. A 2007 UNC alumnus, a double major in biology and philosophy, is working in bioethics for two years before applying to medical school.

Students with an interest in federal employment should make an appointment with Sharon Jones at University Career Services.

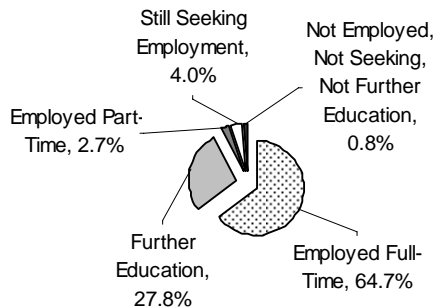
FIRST DESTINATION

University Career Services surveyed May 2007 bachelor's degree recipients 6 months after graduation. Below is a sample of some of the interesting job offers students accepted and some graduate/professional schools where they have enrolled.

<u>Title</u>	<u>Organization</u>
Presidential Intern-Mass Care Unit	American Red Cross
HIV Program Specialist	Citizens Advice Bureau of NY
Teacher/Fundraiser	Disha School for Handicapped
Americorps Vista Volunteer	Survivors of Torture Int'l
Campaign Finance Analyst	Federal Election Commission
Cytogeneticist	LabCorp
Post-Baccalaureate Fellow	National Institutes of Health
Substance Abuse Counselor	McLeod Addictive Disease Ctr.
Alumni Fund Special Asst.	MIT
Tissue Recovery Specialist	Carolina Donor Services
Trainee/Volunteer	Peace Corps
Zookeeper I Primates	Palm Beach Zoo
Analyst	Citigroup
Assistant Buyer	Neiman Marcus
Assistant Project Manager	The Link Group
Equity Research Analyst	Goldman Sachs
Investment Management	TIAA-CREF
Marketing Assistant	Auburn University Athletics
Asst. Language Teacher	Japan Exch. and Teach. Program
Assoc. Manager of Youth Initiatives	American Diabetes Association
Director of Housekeeping	The 1927 Lake Lure Inn
Group Sales/Mktg. Rep.	US Nat'l. Whitewater Center
Game Programmer	Vicious Cycle Games
Actor	American Family Theatre
Analyst	McKinsey & Co.
Sports Desk Intern	The Boston Globe
Paralegal	Dept. of Justice
Advertising/Comm. Intern	Kennedy Ctr. for Performing Arts
Park Ranger I	Table Rock State Park
Trip Leader	Moondance Adventures
Mapping Technician	Wake County GIS
Clinical Nurse	Mount Sinai Hospital
Registered Dietician	Aramark Corporation
Teacher	Ramallah Friends School
Staff Assistant/Constituent Liaison	United State Congress
Research Assistant	Pew Forum-Religion/Public Life

<u>Degree/Program</u>	<u>University</u>
PhD, Biomedical Engineering	University of Virginia
Masters, European Fine/Decor. Art	Sotheby Institute London
MSc, Global Health Science	Oxford University
Doctor of Veterinary Medicine	Texas A&M University
PhD, Cancer Biology	University of Chicago
DDS, Dentistry	New York University
PhD, Chemistry	Yale University
JD, Law	Univ. of Pennsylvania
MDiv, Master of Divinity	Union Theological Seminary
Masters, Sports Management	University of Florida
Masters, Geology	Boise State University
PhD, History	University of Michigan
PhD, Statistics	Stanford University
Masters, Economics	Duke University
Masters, Music/Wind Conducting	Texas Tech University
Masters, War Studies	King's College London
PhD, Applied Physics	Harvard University
PhD, Astronomy	Univ. of Mass.-Amherst
Legal Master of Laws, Human Rights	Queen's Univ.-Belfast
Masters, Conflict Resolution	University of Amsterdam

First Destination of May 2007 Bachelor's Degree Recipients from UNC-Chapel Hill



CAROLINA CONNECTION IS NOT JUST FOR ALUMNI

UCS' Carolina Connection is a web-accessible database designed to help Carolina students network with UNC alumni and friends. *FRIENDS* include any UNC-CH faculty or staff interested in volunteering to help Carolina students learn more about their occupation or graduate school program. Carolina Connection allows students to search by various criteria such as career field, employer, geographic area, or industry.

To participate, please go to our webpage <http://careers.unc.edu> and click on Carolina Connection at the bottom of the page.

Thank you for considering this opportunity to assist students in their career exploration process.

Student Referrals Encouraged

As you talk with students who are unsure about choosing a major or career direction, who need help preparing a resume, or who are starting their search for an internship or a job, please refer them to UNIVERSITY CAREER SERVICES.

Encourage your students to:

- Visit the UCS website at <http://careers.unc.edu> AND REGISTER WITH UCS.
- Visit University Career Services on the 2nd floor of Granville South
- Visit the UCS Resource Room, open Mon.-Fri. 8-5.
- Schedule an appointment with a UCS counselor via our online system on our website or by calling 962-6507.
- Pick up a UCS program schedule each semester.
- Attend UCS career fairs, workshops, panels and networking nights.
- Develop a resume using Optimal Resume, available on the UCS website.

We also encourage you to visit our website. Please help to spread the word to your students about the UCS services available to them. We hope to see you and your students soon!

SCHEDULE OF SPRING WORKSHOPS

***RESUMES AND COVER LETTERS:** Learn how to construct a professional resume and write cover letters and business correspondence.

Thurs.	Feb.	07	5:00pm - 6:00pm	Carolina Union 2510
Thurs.	Feb.	21	3:00pm - 4:00pm	Carolina Union 2510
Tues.	Mar.	18	4:00pm - 5:00pm	Carolina Union 3102 (Co-sponsored by Tar Heel Transfers)

eXplore: Learn about our new, interactive online tool to help you discover your strengths, values, & interests as they relate to potential careers.

Wed.	Jan.	30	4:00pm - 5:00pm	Carolina Union 3411
Mon.	Feb.	25	4:00pm - 5:00pm	Carolina Union 3203

USING UCS FOR YOUR JOB SEARCH: (including how to schedule an on campus interview). Learn how UCS can assist you in your job search, including how to search for job leads, search alumni and employer databases, and more.

Mon.	Feb.	11	4:00pm - 5:00pm	Carolina Union 3206A
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USING UCS FOR YOUR INTERNSHIP SEARCH: Learn how to find an internship, search the UCS online database, and decide which internship is best for you.

Wed.	Feb.	13	4:00pm - 5:00pm	Carolina Union 3201
Thurs.	Mar.	06	4:00pm - 5:00pm	Carolina Union 3209
Wed.	Mar.	19	4:00pm - 5:00pm	Carolina Union 3201

TARGETING YOUR INTERNSHIP SEARCH: Learn skills to develop and steps to take to successfully begin your internship search. Register online at

<http://careers.unc.edu/events/register.html>.

Sat.	Jan.	26	10:00am - 3:30pm	Carolina Union 3411
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***HOW TO PREPARE FOR THE INTERVIEW:** Learn how to interview effectively for jobs and internships.

Mon.	Jan.	28	4:00pm - 5:00pm	Carolina Union 3209
Thurs.	Feb.	14	4:00pm - 5:00pm	Carolina Union 2510
Tues.	Feb.	26	4:00pm - 5:00pm	Carolina Union 2518A

(Co-sponsored by Tar Heel Transfers)

***MOCK INTERVIEW DAY:** Participate in a webcam-recorded practice interview with a UCS counselor or employer. Call 962-7994 to sign up. **Location: Granville Towers South, 2nd Floor.**

Wed.	Jan.	30	9:00am - 4:00pm	
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***NOTHING BUT NET (WORKING)!! EFFECTIVE NETWORKING STRATEGIES FOR TODAY'S JOB MARKET:** There is more to a job or internship search than posting your resume and responding to job ads. Find out what you need to know about networking--what it is, productive techniques, and the results. Wouldn't you rather be networking than not working?

Tues.	Jan.	29	4:00pm - 5:00pm	Carolina Union 3411
Mon.	Feb.	18	3:00pm - 4:00pm	Carolina Union 3209

HOW TO PREPARE FOR THE CAREER FAIR: Are you ready for the career fairs? Attend this session to learn how to interact with employers. Topics also include appropriate dress, materials to bring, developing an effective introduction, and more.

Mon.	Mar.	24	4:00pm - 5:00pm	Carolina Union 2510
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CONSULTING 101 WORKSHOP: Deloitte Consulting representatives will discuss consulting careers and how to prepare for case interviews. Highly recommended for juniors considering consulting careers!

Fri.	Jan.	25	2:00pm - 3:30pm	Carolina Union 2518A
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CONSULTING CASE MOCK INTERVIEW DAY: Representatives from Stockamp will conduct practice case interviews. Highly recommended for juniors considering consulting careers! Contact tim_stiles@unc.edu to sign up.

Location: Granville Towers South, 2nd Floor.

Tues.	Jan.	29	9:00am - 4:30pm	
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THINKING ABOUT GRAD SCHOOL?: Our panel will address when to apply for graduate and professional programs, recommendation letters, and which tests to take for admission.

Mon.	Feb.	04	4:00pm - 5:00pm	Carolina Union 3206A
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TEACHING ENGLISH ABROAD: Are you interested in teaching English as a foreign language and experiencing another culture? Hear panelists who have taught English abroad and know the requisite certifications and training.

Mon.	Mar.	03	4:00pm - 5:00pm	Carolina Union 3203
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HOW TO FIND A SUMMER JOB ABROAD: Learn about excellent international summer opportunities and how to secure funding to finance them.

Wed.	Mar.	05	4:00pm - 5:00pm	Carolina Union 2510
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TEACHING CAREERS FOR NON-EDUCATION MAJORS: Hear information on teaching options for students who are not certified teachers.

Tues.	Mar.	25	4:00pm - 5:00pm	Carolina Union 2510
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TAKING TIME OFF: AFTER GRADUATION: Are you not looking for a "real job" yet, or planning to take time off before grad school? Learn about possibilities such as: teaching English abroad, residential treatment camps, jobs at a ski resort, study abroad, Peace Corps, research positions, and more.

Tues.	Mar.	31	5:00pm - 6:00pm	Carolina Union 3209
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JOBS IN THE FEDERAL GOVERNMENT: The largest employer in the nation, the Federal Government, projects a high volume of openings. Only one in six federal employees works in Washington, D.C. Opportunities: public affairs, scientists, patent examiners, economists and more. Many jobs open to any major.

Wed.	Apr.	02	4:00pm - 5:00pm	Carolina Union 2510
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***TRANSITIONING FROM COLLEGE TO CAREER:** Learn from a panel of employers, UNC alumni, and a career services counselor what you can expect during your first year on the job.

Mon.	Apr.	07	5:00pm - 6:00pm	Carolina Union 3201
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BIG CITY MEET AND GREET: Bound for the big city? Meet other Carolina students who are moving to large metropolitan areas in Summer '08 for career-related reasons. Meet potential roommates, someone to share a U-Haul with, or Tar Heels to go out on the town! If you are moving to Atlanta, DC, New York, Boston, Chicago, or Los Angeles and are interested in meeting others doing the same, RSVP to <http://careers.unc.edu/events/register.html> to attend.

Tues.	Apr.	08	4:00pm - 5:00pm	Carolina Union 2510
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JUST FOR JUNIORS: Get a jump on your senior year job search.

Wed.	Apr.	09	4:00pm - 5:00pm	Carolina Union 3201
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SCHEDULE OF WORKSHOPS (cont.)

Career Clinic: Using the Strong Interest Inventory to Help You Decide on a Major and Career:

Step 1: Take the Strong Interest Inventory on your own time at <http://careers.unc.edu/undecided/strong.html>.

Step 2: Attend this workshop to have your Strong Interest Inventory results interpreted and start making decisions about your major and career. Sign up at

<http://careerweb.unc.edu/cgi-bin/odbic.exe/clinic/intro.htm> or call 962-6507. Workshop dates, times and locations are listed online.

CAREER PANELS

Hear professionals discuss opportunities in these career areas. Business casual attire recommended. **All Career Panels will begin at 5:00pm in the Class of 2000 Lounge (Room #3501) on the second floor of the Carolina Union (new section).**

Careers in Fashion and Retail

Wed. Jan. 23 5:00pm – 6:00pm

Careers in Real Estate

Thurs. Jan. 24 5:00pm – 6:00pm

Careers in Financial Services

Tues. Jan. 29 5:00pm - 6:00pm

NETWORKING NIGHTS

Meet with local working professionals in an informal environment to make contacts and learn about careers. Refreshments will be served. Business casual attire recommended. RSVP online at <http://careers.unc.edu/events/register.html> indicating the program you will attend. **All Networking Nights are in the Class of 2000 Lounge (Room #3501) on the second floor of Carolina Union (new section).**

Social/Human Services, Non-Profit

Mon. Feb. 04 5:30pm - 7:00pm

Writing Careers

Tues. Feb. 05 5:30pm - 7:00pm

Arts (Drama, Music, Fine Arts)

Tues. Feb. 12 5:30pm - 7:00pm

CAREER FAIRS

Professional attire recommended for seniors & graduate students; professional attire or business casual for underclass students.

Internship Fair

Wed. Jan. 23 Great Hall 11:00am - 3:00pm

UCS/New York Recruiting Alliance

Mon. Feb. 25 New York City (resume drop 1/15/08)

Education Job Fair

Tues. Mar. 18 Great Hall 9:00am - 12:00pm

Spring Job Fair

Wed. Mar. 26 Great Hall 1:00pm - 4:30pm

REFERENCE FILE SERVICE

University Career Services allows students completing a degree from UNC-CH as well as alumni who have received a degree from UNC-CH to establish a Reference File. A reference file may be used in applying for admission to graduate/professional school, scholarships and other academic programs, or for positions in education, college teaching, library science, social work, health sciences, public history, public administration, and city and regional planning. Learn more about how the [Reference File Service](#) assists students and is a convenient way for faculty members to provide students with letters of recommendation. [Review some tips on how to write a letter of recommendation.](#)

Part-time Job Posting Service

If you have a full-time or part-time job or internship that might be filled by a UNC student or recent graduate, UCS encourages you to use our free job-posting service. You may post your position on our website at <http://careers.unc.edu/employers/post.html>. Please let us know if you have any difficulty.

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