



SOUTHERN MISS

CAREER SERVICES

125 McLemore Hall

Phone 601.266.4153

E-mail: cpp@usm.edu

CAREER CONNECTIONS NEWSLETTER

CAREER SERVICES: WE'RE HERE FOR MORE THAN THE JOB SEARCH

Whether your student is exploring majors, applying to graduate school, launching a career or simply looking for part-time work, Career Services is here to help in every area of career development. A few services we offer include:

Career Counseling and Major Exploration
Personalized, one-on-one counseling to assist students in understanding more about their personality, interests and values and how this information relates to career areas and majors. Counselors can also support clients through the decision-making process, conquering career and graduate school fears and setting appropriate goals.

Resource Center

Books, files, periodicals and free materials are available for viewing. Categories include graduate schools, employer profiles, job search skills, salary and job demand information, employer directories, career develop-

ment, interviews, resumes and specific occupational information. The library also houses computers for the use of career-related research.

Eagle Employment

Eagle Employment is an online job center that allows students to search through over 800 professional full and part-time jobs and internships, as well as upload their resumes for employers to see.

Part-time Employment

Career Services can assist in finding part-time employment with on-campus jobs (wage and work study), off-campus jobs, temporary jobs, internships and cooperative education.

Other Services

In addition, our office hosts approximately **80 companies** for **on-campus interviews** for internship and full-time positions each year, as well as career

fairs and teacher job fairs that bring more than 120 employers to campus each semester.

Throughout the year, we offer around **75 workshops** and **seminars** that address specialized topics. Students may also visit our office for practice interviews and professional resume and cover letter consultations.

ALL of our services are **personalized** and **FREE**. Call **601.266.4153** for more information or visit our Web site at [//www.usm.edu/cs](http://www.usm.edu/cs).



Students gather information at the Spring Career Fair

CAREER-ORIENTED BOOKS FOR PARENTS & STUDENTS

To learn more about resources for you and your student, as well as links to career-oriented websites, visit Career Services online at www.usm.edu/cs or call us at 601.266.4153

Jobs, internships and careers may be on your student's mind these days and here are several books and sites that deal with the subject and how you can help:

- ◆ **10 Things Employers Want You to Learn in College** by William D. Coplin (2003)
- ◆ **Hand-Me-Down Dreams: How Families Influence Our Career Paths and How We Can Reclaim Them** by Mary H. Jacobsen (1999)
- ◆ **Helping Your College Student Succeed: The Parent's Crash Course in Career Planning** by Marcia B. Harris and Sharon L Jones (1996)
- ◆ **Don't Tell Me What to Do, Just Send Money: The Essential Parenting Guide to the College Years** by Helen E. Johnson (2000)
- ◆ **Letting Go: A Parent's Guide to Understanding the College Years** by Karen Levin Coburn (1997)
- ◆ **Career Coaching Your Kids** by David Montross (1997)
- ◆ **Helping Your College Student Succeed: The Parent's Crash Course in Career Planning** by Marcia B. Harris and Sharon L. Jones (1996)
- ◆ <http://www.jobweb.com>
- ◆ <http://www.collegeparents.org>



DEVELOPING A PERSONAL BRAND

One of the terms used in the job search business is “personal brand.” Employers look for high-quality talent who know how to “sell” themselves in a positive and productive manner. Consider discussing this concept with your student.

Creating a Personal Brand

There are many ways for your student to create a personal brand, such as:

- ◆ **Know your passion.** What makes you happy in your school and work environment?
- ◆ **Develop your goals and dreams.** You have to know where you want to go even if you don't know how you will get there yet. Dream big!
- ◆ **Be honest with yourself.** Assess your strengths and areas for opportunities.
- ◆ **Discover what is unique about you.** Determine what you stand for and what makes you different.
- ◆ **Ask others for feedback.** Ask your peers, mentors, supervisors, family, friends and professors to get a wide range of feedback so you know what areas you need to focus on for personal and professional development.

Adapted from a PaperClip Communications article by Brenda Andrews, Disney College and CareerStart Education Programs Manager, Disney University, Disneyland Resort

The Elevator Speech

Encourage your student to create an “elevator speech.” This is a 30-second introduction of who he or she is, what his or her interests and goals are, and why the desire to make a connection with someone who could assist in career growth. An elevator speech was aptly named because it can be used immediately if your student is in an elevator with someone who could have a career impact. This is a wonderful introduction to someone he or she wants to meet, share a few goals with, or ask for 30 minutes of time to discuss career history and the skills needed to be successful in the desired field.

NOTABLE DATES

- 2/6—How to Work a Summer Job Fair Workshop
- 2/12—Summer Job Fair/Etiquette Dinner
- 2/13—Resume Writing Workshop
- 2/18 - 2/22— Career Bodyshop: The Pitstop for Career Development in 5 Minutes or less
- 2/20—How to Work a Career Fair Workshop
- 2/27—Spring 2007 Career Fair
- 3/5—Interviewing Workshop
- 3/19—Part-time Job Seeking Workshop
- 3/26—Graduate School and Internship Workshop
- 4/2—Alternate Job Offers/What Can I Do with a Degree from the College of Arts and Letters Workshop
- 4/9—Negotiating Job Offers/Salary Workshop
- 4/10—Teacher Job Fair
- 4/16—Last Minute Job Seeking Strategies Workshop

TOP 15 WAYS EMPLOYERS LOOK FOR NEW HIRES

1. Organization's internship program
2. Organization's co-op program
3. On-campus recruiting
4. Career/job fairs
5. Faculty contacts
6. Employee referrals
7. Student organizations/clubs
8. Internet job postings (campus web site)
9. Internet job postings (company web site)
10. Job postings to career offices (printed)
11. Resumes from career offices
12. Recruitment advertising (print)
13. Internet job postings (commercial web site)
14. Internet resume data bases
15. Career/job fairs (online)