

February 2, 2015

IN THIS ISSUE

- [Upcoming in CLP](#)
- [Workshop Series](#)
- [R-CareerBlog](#)
- [Social Media Tips](#)
- [Career Resources](#)
- [Events & Deadlines](#)

CONTACT US

170 W. Fairbanks Building
1st Floor
407.646.2195
careercenter@rollins.edu
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OFFICE HOURS

Monday - Friday
8:30AM – 5:00PM

WALK-IN HOURS

Monday - Friday
3:00PM – 5:00PM

FOLLOW US ON...



GET LINKEDIN

With over 4,000 profiles registered in the Rollins Alumni group, LinkedIn is regarded as a powerful Rollins professional network tool. This group is

UPCOMING IN CAREER & LIFE PLANNING

Twitter Chat by Partnership for Public Service

Wednesday, February 4, 1 p.m. – 2 p.m.

Available [Online](#)

Looking for a federal job in the new year? Join us for a live online discussion with the Partnership for Public Service's federal jobs expert Tim McManus. The federal government is hiring and there are a wide-range of opportunities available in mission-critical occupational fields and issue areas, throughout the world. Submit your questions to Tim about federal jobs and internships, how to navigate the hiring process and land a federal job and the occupations that top Uncle Sam's most-wanted list. Tweet your questions to @RPublicService with the hashtag #askgogov

Free Graduate School Practice Exams

Registration closes Wednesday, February 4th

Practice Exam Date Saturday, February 7, 9 a.m. (Arrive at 8:45 a.m.)

Olin Library, Rollins College

Curious what your test results would be for the GRE, GMAT, MCAT, or LSAT? ALL members of the Rollins community are invited to take a FREE version of one of these tests, administered by The Princeton Review. You must register in advance in the Center for Career & Life Planning, 170 W. Fairbanks, 1st Floor or by calling Career & Life Planning at 407-646-2195. On the day of practice exams, please arrive at 8:45am with your R-Card for entry.

R-Life After Graduation: Finances & Budgeting

Thursday, February 5, 12:30 – 1:30 p.m.

Bieberbach-Reed, Cornell Campus Center, Rollins College

Join the Center for Career & Life Planning for a discussion about life after graduation, focusing specifically on personal finances and budgeting. Speakers include Cory Baden '12 of Financial Aid and Jinnie Son of the Finance Office. Check out the full series of R-Life After Graduation programs happening in February on the Career Center calendar.

Washington Semester Program Director & Rollins Alum: Gil Klein

Thursday, February 5, 4:00 – 4:30 p.m.

open to both students and alumni. [Join the group!](#)

Center for Career & Life Planning, 170 W Fairbanks Ave, Rollins College

The Washington Semester Program pairs academic and experiential learning with an internship at one of D.C.'s many influential institutions. Receive academic credit while:

- Gaining a competitive edge in the job market
- Learning on-site at key organizations in D.C.
- Engaging with prominent experts and leaders in government, international affairs, non-profit and media organizations
- Interacting with professionals in your field
- Experiencing the culture of Washington, D.C.
- Building friendships for a lifetime

Join us at Career & Life Planning to speak with Gil Klein about this incredible and life-changing opportunity.

Spring Business Etiquette Dinner

Registration closes Monday, February 9, 12 p.m.

Etiquette Dinner is Tuesday, February 17, 6:00 p.m. (Arrive at 5:30 p.m.)

Mills Building, Rollins College

Join us for a NEW networking event with employers, alumni and staff in the lobby at 5:30pm. Then, enjoy a four-course dinner starting at 6pm and learn how to interview with a potential employer over a meal. Cost is \$23.00 and can be paid by meal plan, TarBuc\$, cash or check. Stop by 170 W Fairbanks to sign-up or call 407-646-2195 for more info. HURRY! Reservations at this popular event fill up fast!

WORKSHOP SERIES

Check out our upcoming sessions to get excellent resume writing and internship search tips from staff members in the Center for Career & Life Planning. You do not have to sign-up, just plan to attend a session that works for you!

Resume & Linked In: Build Your Personal Brand

Center for Career & Life Planning, 170 W. Fairbanks Building, 1st Floor

Wednesday, February 4, 1 – 2 p.m.

Tuesday, February 10, 2 – 3 p.m.

Thursday, February 19, 12:30 – 1:30 p.m.

Monday, February 23, 1 – 2 p.m.

Internships: Gain Experience to Get Ahead

Center for Career & Life Planning, 170 W. Fairbanks Building, 1st Floor

Monday, February 9, 12:30 – 1:30 p.m.

Wednesday, February 25, 12:30 – 1:30 p.m.

Thursday, March 19, 12:30 – 1:30 p.m.

Job Search: Achieve Success After Rollins

Center for Career & Life Planning, 170 W. Fairbanks Building, 1st Floor

Monday, February 16, 4 – 5 p.m.

Thursday, March 12, 3 – 4 p.m.

View the [Career & Life Planning Calendar](#) for further details about upcoming workshops and events.

R-CAREER BLOG



Researching a Company Before the Interview

Submitted by Mackenzie Thomas, Marketing Assistant of the Center for Career & Life Planning

Sometimes college offices can seem daunting or unapproachable. The office may seem quiet or distant; however our office is nothing like that. We provide a warm, welcoming experience for students looking to advance themselves and gather career advice from our friendly advisors. There are several resources that a Career & Life Planning office can provide for students along with a comfortable environment to learn in. Featured below is a blog entry that focuses upon the experiences of a mother-daughter duo and how they came to fully understand and utilize the benefits and resources provided by a college's career services office. So take a minute to read over their advice and remember that the Center for Career & Life Planning is always available for any questions that you may have. Enjoy!

[6 Ways Students Can Make the Most of College Career Services](#)

By Julie and Lindsey Mayfield

JULIE:

Like many parents, my husband and I are not only concerned that our kids have a rewarding [college](#) experience, but also become gainfully employed after college. On our initial [college visits](#), the need for Lindsey to take advantage of the [career center](#) at her school seemed far in the future. But the college years go more quickly than parents expect, and that time is now. Here are some things we've learned about how to make the best use of a school's career services.

1. Educate yourself about all available resources: Most students are probably vaguely aware that their college or university offers career assistance, but it pays to research exactly what resources are available. For instance, most—if not all—colleges will have a career resource center, and many individual schools within a university will offer major-specific career resources as well. At Lindsey's school, the [University of Kansas](#), there is a [University Career Center](#) and individual career centers for the schools of engineering, business, music, and journalism.

2. Keep track of career fairs: Potential employers will be on campus to meet with students who are a good fit for their organizations and the kinds of employees they need. Your college's career center can provide you with the dates and places so that you can plan to [take advantage of job fairs](#).

3. Learn how to get hired: It's not enough to simply know which jobs are out there. Students must also learn how to position themselves to get those jobs. That includes creating a résumé, crafting a cover letter, and learning how to interview, all of which a good career center can assist with...[Read more](#).

Blog Post: Mayfield, Julie and Mayfield, Lindsey. [Internet]. February 2013. 6 Ways Students Can Make the Most of College Career Services. Available from <http://www.usnews.com/education/blogs/twice-the-college-advice/2013/02/26/6-ways-students-can-make-the-most-of-college-career-services>

More articles like this on [R-CareerBlog](#)

SOCIAL MEDIA TIPS

How to Use Facebook to Get Hired [5 Ways]

Posted on [Undercover Recruiter](#) by Jörgen Sundberg

Yes the words work and Facebook do sound like a contradiction in term; some offices have even banned Facebook for being the ultimate time waste application (back to Solitaire everyone). During the last few years we have learned how one can easily get fired by using Facebook, all you have to do is update your status with how much you loathe your boss or publicly post pictures from last weekend's shenanigans portraying you slightly worse for wear. Let me now pose a much more intriguing question; is it possible to land a job using Facebook? Surely not you say, let's investigate I say.

Stats first; we are looking at 300 million active users on Facebook (about the population of the United States). Facebook is ranked the 2nd most popular Internet site by Alexa, just behind Google. The users on Facebook spend 20 minutes per day on the site, whereas the average for any website is roughly 10 seconds. So we know there are shed loads of people on Facebook, it's very popular and users tend to spend a lot of time on the site.

Now let's crack on with the 5 ways to use Facebook to get hired:

1) Networking:

With the stats fresh in mind, we can assume that most of your colleagues and business partners will be on Facebook. Furthermore, we can assume that recruiters and prospective new employers (hiring managers, HR people) will be on Facebook. This gives you a unique opportunity to network yourself to whoever is hiring at the moment.

Everyone expects to get contacted via [Twitter](#) but Facebook is not a professional network, and therefore you contacting somebody professionally could actually help you stand out from the crowd. I know sales people that use Facebook exactly this way as they can get through, whereas LinkedIn ships hundreds of messages every week to buyers. As long as you tread carefully, this tactic will work.

Let's say you identify a company that is recruiting, now find out who the hiring manager is. Then check for friends or friends of friends in common, in order to get referred to people working for the company or even the hiring manager direct. Contact this person with your best spiel and take it from there.

2) Status Updates:

The most obvious way to use Facebook for a job hunt is to update your status with your current situation and what you are looking for...[Read more.](#)

Blog from: Weiler Reynolds, Brie. Mashable. [Internet]. 5 Ways to Use Pinterest for Your Job Search. Available from: <http://mashable.com/2012/09/23/pinterest-job-search/>.

CAREER RESOURCE HIGHLIGHT

FOCUS 2

A Career and Education Planning System for College Students

Accessed through [R-CareerLink](#)

Use FOCUS 2 throughout your college years and as an alumnus. This resource can help you to understand the career planning process, learn

about yourself, explore majors, explore career fields, develop an Action Plan, and make informed decisions about your major or career. Self-register to create your FOCUS 2 account through [R-Careerlink](#). Once you have signed in with your FoxID credentials, select “FOCUS 2” from the SHORTCUTS menu for detailed instructions on how to set up your account.

UPCOMING EVENTS & DEADLINES

Camp Merrie-Woode Information Table

Tuesday, February 17, 11 a.m. – 1 p.m.

Bieberbach-Reed, Cornell Campus Center, Rollins College

Camp Merrie-Woode is a traditional, girls’ summer camp in the mountains of North Carolina. We are looking for summer camp counselors who have a passion for working with kids and being part of a team. We are particularly interested in summer camp counselors who have experience and interest in music instruction and technical theatre, as we have a number of key positions available in these areas.

Making To Think with Aithan Shapira

Friday, February 20, 7 p.m.

RSVP by Tuesday, February 17

SunTrust Auditorium, Rollins College

Rethink the role of art-making and arts education beyond aesthetics and rather as an in-depth practice in the skillset essential for navigating our growing global culture of rapid change and uncertainty—practice in active observation, agility, failing fast, confidence in uncertainty, and effective risk-taking. This unique approach to leading change dissects the practice of making. Unpack how artists like Jackson Pollock or David Hockney evolved into the giants we recognize through the challenging perception, resourcefulness, thinking differently, and testing the ability to change. Leave looking at art, leadership, the world, and yourself a little differently.

U.S. Department of State Student Internship Program

Now accepting applications, Deadline is March 2, 2015

Bieberbach-Reed, Cornell Campus Center, Rollins College

This program offers U.S. citizen undergraduate and graduate students the opportunity to participate in 10-week, unpaid internships that provide intensive educational and professional experience within the environment of America’s principle foreign affairs agency. The unpaid internships are available at many of the over 270 U.S. embassies, consulates and missions to international organizations around the world, as well as at the Department of State in Washington, D.C. and other locations throughout the U.S. Participants gain first-hand, hands-on experience, and learn the realities of working in – and with – Foreign and Civil Service professionals who are at the

forefront of America's diplomatic efforts. As an unpaid intern, you may have the opportunity to:

1. Participate in meetings with senior level U.S. government or foreign government officials;
2. Draft, edit, or contribute to cables, reports, communications, talking points, or other materials used by policy makers in furthering U.S. foreign policy objectives;
3. Help organize and support events, including international and/or multi-lateral meetings and conferences on critical global issues;
4. Contribute to the management and administration of the Department of State and America's foreign policy; and
5. Engage directly with U.S. or foreign audiences to promote U.S. foreign policy and improve understanding of U.S. culture and society.

So consider spending your Fall 2015 with the U.S. Department of State, witnessing and participating in the formulation and implementation of U.S. foreign policy, working closely with the U.S. diplomats and civil servants who carry out America's foreign policy initiatives. You'll not only have an experience of a lifetime, you may even earn educational credit.*

The Earth Institute Columbia University and Columbia School of International and Public Affairs (SIPA)

Now accepting applications

The Earth Institute and the School of International and Public Affairs are now accepting applications for a Master of Public Administration (MPA) program in Environmental Science and Policy at Columbia University. The application deadlines for the one-year [MPA in Environmental Science and Policy](#) program are approaching: **January 15** (fellowships consideration) and **February 15** (final deadline). All applicants who apply by January 15, 2015 will be eligible for the Dean's Fellowship – a full-tuition grant and internship – as well as for numerous partial fellowships. Our program stands apart in its one-year structure, which makes for an intensive learning experience that saves students both time and money, and allows graduates to re-enter the workforce better prepared to meet the increasing demands on leaders. In [this video](#), a few of our 700 alumni speak about the program's transformative power on their sustainability careers. For any questions please contact Sarah Tweedie at st2745@columbia.edu.

Southern Teachers Agency

Now accepting applications

The Southern Teachers Agency is offering teaching positions for all majors. Schools have started recruiting teachers, coaches, and administrators for 2015-16. It's not too late to become an STA candidate and be included in the upcoming season of Recruitment Fairs:

- **Math Masters** (*Virtual Fair for Math teachers*) Thursday, January 29
- **Science Stars** (*Virtual Fair for Science Teachers*) Thursday, February 5
- **Charlottesville Teachers Fair** (*interviews in person*) Saturday, February 14
- **Texas Roundup** (*Virtual Fair for schools in Texas*) Thursday, March 12
- **Florida's Finest** (*Virtual Fair for schools in Florida*) Thursday, March 19
- **Best of the South, Atlanta** (*interviews in person*) Saturday, March 28
- **Season Finale** (*Virtual Fair for all teachers, schools in all states*) Thursday, April 23

STA helps nearly [600](#) private and [independent schools](#) in the Mid-Atlantic and Southern states hire enthusiastic learners, communicators, and role models for their classrooms, playing fields, service activities, and co-curricular programs. These schools offer small classes, supportive and collegial faculty cultures, opportunities to innovate, create, and inspire. And when they hire faculty, they focus on subject area expertise—proven success in the study of mathematics, foreign language, or biology, for example. Though helpful, an education major/degree is *not a hiring prerequisite*. STA's services are personal, proven, and **free** for candidates. [Click here to apply.](#) Because they interview all of their candidates, it can take several weeks to become an active STA candidate. So start your application today!

Summer 2015 LIVE. LEARN. INTERN Program

Now accepting applications

DCInternships.org is now accepting applications for our Summer 2015 LIVE. LEARN. INTERN. Programs in Washington, DC. Each program includes academic credit, a guaranteed internship placement and fully furnished housing in the heart of Washington, DC. Get more information on this program, and apply at: <http://www.dccinternships.org/live-learn-intern/>

New events are always being posted! Visit the [Career & Life Planning Calendar](#) for a complete schedule of workshops, networking events, and recruiting sessions being offered during Fall 2014.

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