What’s the Future of Careers?
Is a College Degree Worth It?
How Does The Career Center Help?
1. **EXPLORE:**
   Career Assessment & Exploration

2. **EXPERIENCE:**
   Getting Experience & Evaluating Options

3. **ENGAGE:**
   Making Decisions & Implementing Choices
1. Explore

Career Assessment & Exploration
Career Assistance

Individual Career Counseling

- 2,700+ appointments (2012-13)
430+ Classroom Presentations Each Year
Career Assessments

Kuder Journey - career interests, values & skills

Myers-Briggs Type Indicator - personality preferences including work environment

Career Leader - business career interests, motivators & skills
<table>
<thead>
<tr>
<th>Section</th>
<th>Page(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Engage</td>
<td></td>
</tr>
<tr>
<td>Networking</td>
<td>53</td>
</tr>
<tr>
<td>LinkedIn (Tips for Using, Creating a Great Profile)</td>
<td>53-54</td>
</tr>
<tr>
<td>Interview Rubric</td>
<td>55</td>
</tr>
<tr>
<td>Interview Infographic</td>
<td>56</td>
</tr>
<tr>
<td>Interviewing</td>
<td></td>
</tr>
<tr>
<td>Before</td>
<td>57</td>
</tr>
<tr>
<td>During</td>
<td>58</td>
</tr>
<tr>
<td>After</td>
<td>59</td>
</tr>
<tr>
<td>Interview Tips and Strategies</td>
<td>60-61</td>
</tr>
<tr>
<td>Behavioral Interview Prep Handout (STAR method)</td>
<td>62</td>
</tr>
<tr>
<td>Professional Attire</td>
<td>63</td>
</tr>
<tr>
<td>Embark</td>
<td></td>
</tr>
<tr>
<td>Negotiating Offers</td>
<td>65</td>
</tr>
<tr>
<td>Salary Information</td>
<td></td>
</tr>
<tr>
<td>Job Offers</td>
<td>66</td>
</tr>
<tr>
<td>Backpack to Briefcase</td>
<td>67</td>
</tr>
<tr>
<td>Professionalism in the Workplace</td>
<td>68</td>
</tr>
<tr>
<td>Professionalism Infographic</td>
<td>69</td>
</tr>
<tr>
<td>So you want to stay in Wilmington</td>
<td>70</td>
</tr>
<tr>
<td>Grad School Information</td>
<td>71-72</td>
</tr>
<tr>
<td>Pre-Professional Information (Law/Health)</td>
<td>73</td>
</tr>
</tbody>
</table>
Making Your MAJOR Decision

• Career Assessments
• Academic Majors Fair
• Career exploration workshops
• Volunteer or Part-Time Jobs
• Information Interviews with Professionals
Click on any UNCW major to discover applicable job titles, job and internship links, and industry information links.

<table>
<thead>
<tr>
<th>Anthropology</th>
<th>Film Studies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art History</td>
<td>French</td>
</tr>
<tr>
<td>Art (studio)</td>
<td>Geography</td>
</tr>
<tr>
<td>Athletic Training</td>
<td>Geoscience</td>
</tr>
<tr>
<td>Biology</td>
<td>Geology</td>
</tr>
<tr>
<td>Business Administration: Accountancy</td>
<td>German</td>
</tr>
<tr>
<td>Business Administration: Economics</td>
<td>History</td>
</tr>
<tr>
<td>Business Administration: Entrepreneurship &amp; Bus. Dev.</td>
<td>Information Technology</td>
</tr>
<tr>
<td>Business Administration: Finance</td>
<td>International Studies</td>
</tr>
<tr>
<td>Business Administration: Human Resource Mgmt</td>
<td>Marine Biology</td>
</tr>
<tr>
<td>Business Administration: Information Systems</td>
<td>Mathematics</td>
</tr>
<tr>
<td>Business Administration: International Business</td>
<td>Marine Biology</td>
</tr>
<tr>
<td>Business Administration: Management &amp; Leadership</td>
<td>Nursing</td>
</tr>
<tr>
<td>Business Administration: Marketing</td>
<td>Oceanography</td>
</tr>
<tr>
<td>Business Administration: Operations Management</td>
<td>Philosophy and Religion</td>
</tr>
<tr>
<td>Chemistry</td>
<td>Physical Education and Health K-12</td>
</tr>
<tr>
<td>Clinical Research</td>
<td>Physics</td>
</tr>
</tbody>
</table>
2. Experience

Getting Experience & Evaluating Options
BECOME A SKILL SEEKER
Develop Skills Sought by Employers & Grad Schools

1. Communication Skills - oral & written
2. Interpersonal Skills - relates well to others, self-confident, tactful, friendly, outgoing, sense of humor
3. Teamwork Skills - works well with others, flexible, adaptable
4. Initiative - strong work ethic, risk-taker, entrepreneur
5. Analytical Skills - problem-solver, detail-orientated, organized, creative, strategic planner
6. Leadership Skills - communicates vision, action orientated, influence/motivate others, enthusiastic
7. Technical Skills - utilize computer software & hardware, web and financial resources
Get an Internship

• Time-limited, intensive learning experience outside the classroom

• Fall, spring or summer semesters

• Related to academic career goals

• Online Internship
Internship Resources

- SeaWork
- Internships.com
- CareerShift
- GoinGlobal
- Internships-USA.com
- Indeed.com
3. Engage
Making Decisions & Implementing Choices
## Graduate School Preparation

<table>
<thead>
<tr>
<th>Choosing a School</th>
<th>Applying</th>
</tr>
</thead>
<tbody>
<tr>
<td>Evaluating a Program</td>
<td>Action Plan</td>
</tr>
<tr>
<td>Additional Graduate School Resources</td>
<td>Additional Personal Statement Resources</td>
</tr>
<tr>
<td>Pre-Health Career Resources</td>
<td>Guide to Writing Personal Statements</td>
</tr>
</tbody>
</table>

## Is Grad School In Your Future?

Before deciding on graduate school, either at the masters (2 years) or doctorate level (4-8 years), it is strongly encouraged that you fully explore every aspect of your chosen career. Ask yourself...

- Should I go directly into grad school vs. taking some time off?
- Do I have the determination to devote the next few years to this field?
- Will grad school give me the professional development I need?
- Is grad school the best way for me to gain entry into my chosen career?
- Will grad school help me advance faster in my career?
- Is grad school worth the financial investment?
- Will I have a higher earning potential after grad school?

## Choosing a School

[www.uncw.edu/career/gradschool.html](http://www.uncw.edu/career/gradschool.html)
Getting In: Planning for Grad School

Should I go to grad school?
Will grad school get me where I want to go?
How can I plan for the admissions process?

Wed, Sept 25
4 – 5pm
Azalea Coast Rm 2001A
Fisher University Union

Presented by the UNCW Career Center, Honors College & Graduate School
Powerful Personal Statements
For Grad School Applications

Wed, Nov 13 * 4 - 5pm
Azalea Coast Rm 2001A, FUU

Sponsored by Grad School, Honors College & Career Center
LAW SCHOOL DAY

Thursday, Nov. 7, 2013

Law Panel
Noon-1 p.m., Burney Center

Law School Fair
1-3 p.m., Burney Center

UNCW CAREER CENTER
Division of Student Affairs • Creating Experiences for Life
Co-sponsored by the Pre-Law Society and University College Pre-Professional Programs
Health Grad School Expo

50 Graduate Programs
Dentistry
Health/Medical Sciences
Medicine
Nursing

Optometry
Pharmacy
Physician Assistant
Physical Therapy
Veterinary Medicine

April 7, 2014
Job Search Resources
Eight Steps to Finding an Internship or Job

1. **Who Are You?**
2. **What Are You Seeking?**
3. **Build Your Personal Brand**
4. **Create a List of Potential Employers**
5. **Find Job Listings**
6. **Network**
7. **Target Your Resume and Cover Letter**
8. **Ace Your Interviews**

1. **Who are you?**

Focus your internship or job search on opportunities which can build on your skills and abilities, and reflect your interests and work values.

You may be clear about these personal preferences. However, if you would like to clarify or explore these qualities in a more formal way, you might take a career assessment. The Kuder Journey will help you explore your career interests, values and skills, and list the career fields which most nearly match your preferences.

See more details about the Kuder Journey and other Career Assessments [here](#).

Click [here](#) for the “Focus Your Job Search” Workshop.

2. **What are you seeking?**

Are you looking for an internship or full-time job? In what geographic areas? In what industries or career fields? With what job titles or functions?
• Career Center staff posts over 7,000 new internships and jobs in SeaWork each year.

• Students and alumni login to SeaWork over 100,000 times each year.
• Search, select and store job listings from job boards and company job postings.

• Get up-to-date contact information, including e-mail addresses, for millions of companies.

• Access in-depth information about contacts and companies posting jobs.
• Free access through SeaWork
• Country Career Guides
• USA/Canada City Career Guides
• Job & Internship Listings
• H-1B Info
• Key Employer Directory
Practice Job Interviews

Would You Hire YOU?

Create A Free Account in Seconds!

1. Plugin Your Webcam
2. Review and Retry
3. “See and Hear Yourself’’
Resumes and Cover Letters

The Resume is...

- an advertisement
- a highlight of your background
- an individually designed document
- used by employers as a screening device
- just ONE piece of the job search process

Is There Such a Thing As a Correct Resume?

No. There is no right and wrong when it comes to résumé content and format. Each résumé is as unique as the individual it represents. It is up to you to select the appropriate content that best highlights your skills for the employment you hope to acquire, and then effectively communicate your qualifications in a format that is clear and easy to read.

Resume Formatting

Choose a format which allows the most impressive presentation of your experience history. Whatever the case, be sure to emphasize your key skills and accomplishments with the use of action verbs.

- Most frequently used is the reverse chronological format. It lists the most recent experiences first and preceding experiences in reverse chronological order. This format has the advantages of being easier to read and more familiar to employers.
- The second most widely used is the functional format which emphasizes skills and capabilities instead of the timeline of a person's experience. Very often students with significant experience will use this format to categorize the breadth of skills and involvement.
- The scannable format are typically retrieved using keyword searches. Scannable resumes are somewhat plain in appearance with no underlines, bolding, italicized wording or bullets.
Resumes & Cover Letters

• Resume Coach Clinics
• Online Tutorials & Examples
• Resume & Cover Letter Critiques
Military Skills to Civilian Skills
Education Job Fairs
Oct 10 & Mar 3
Nursing & Health Careers Fair
Nov 4
one-day networking event

- Learn about internships and jobs
- All majors welcome

OCT 2
Noon-3p
burney center
employers and industries represented

FREE LinkedIn PHOTO BOOTH

Enter to Win a $25 BARNES & NOBLE gift card at the fair!

www.myseawork.com to learn more
LinkedIn photo booth

Don't miss your opportunity to make a great first impression.
On Campus Recruiting

Walt Disney College Program
Deloitte
McGladrey
Bloomberg
Insight Global
Grant Thornton
Target Stores
KPMG
Dixon Hughes
General Electric Hitachi
Credit Suisse
Lowe’s Companies

BB&T
Glaxo Smith Kline
Scynexis
First Citizens Bank
DMG Securities
Northwestern Mutual Financial Network
IBM Corp.
Wells Fargo Financial
Peace Corps
Sherwin-Williams
Walgreens
Victaulic
US Census Bureau
Tips on networking, dining, workplace etiquette, social media

March 17, 2014
Employers