On November 6, Career Services staff accompanied a bus of 33 students to the Boston Job Fair at the Courtyard by Marriott Boston Tremont Hotel. This annual event is sponsored by the Liberal Arts Recruiting Connection, a consortium of liberal arts colleges from the Northeast including: Bates, Clark, Colby, Holy Cross, Connecticut College, Mount Holyoke, Providence, Salve Regina University, Smith, Stonehill, Trinity and Union.

Students attending the fair had the opportunity to meet with 38 companies. Representatives were available to discuss their organizations and job opportunities, collect resumes, provide literature, and answer questions.

Available positions included: Teacher-in-Training at the Brookwood School; Corps Member at City Year; Field Manager at Clean Water Action; Product Analyst at Ipreo; Annuity Services Representative at John Hancock; Research Assistant at Mathematica Policy Research, Inc.; Programmer at MEDITECH; Media Assistant at Pearson Education; Environmental Specialist at Triumvirate Environmental.

All students arrived in professional dress, were prepared to talk about their qualifications, and had a completed resume to give to representatives. Many younger students saw the fair as great practice in presenting themselves to employers, networking, and marketing themselves. Older students utilized the fair to hand out resumes, make face-to-face connections with potential employers, and to pin down a job for after graduation.
We have all heard of LinkedIn as a professional social networking site, but sometimes students are so committed to Facebook they can’t imagine devoting more time to another profile. Whether you are on LinkedIn or still considering its benefits, here are some inside tips you may not be aware of.

Increase your Visibility
By uploading your resume and adding connections, people will be more likely to see your profile and consider you for their network or as someone they would want to do business with. Career Services Director David McDonough also notes that potential employers sometimes look to see if you have a profile or if you have been recommended on the site. This can be very helpful in the job search.

Prowl Profiles
You can adjust your privacy settings in order to show other LinkedIn users that you have been scouting them or adjust settings to browse anonymously. If you have a potential contact or want to be noticed by someone hiring, it may be beneficial that they see you have been doing your research.

Smooth Interviewing
Use LinkedIn to find out more about your interviewers. You may even find out that you have something in common with them that will often make an interview flow much better and you will be more likely to stick out in their minds when hiring.

Search Companies
By searching a company you are interested in, you can see how many people in your network have connections to that company, what schools they often hire employees from, and the profiles of recent hires/promotions so you can get a feel for the qualifications necessary to succeed in the company.

Improve your Search Status
You can create a public URL on LinkedIn with your name in the address so that your profile will appear in search engines. This is especially nice since LinkedIn has a high page rank on Google so your profile would be one of the first sites anyone would see. This can make a great first impression.

Network Now
It is best to start networking while you are either in school or still in your current job. When you move on, your affiliated email address will probably change and it will be harder to find contacts and sometimes uncomfortable to reach out to others.

All tips were referenced from “Making the Most of LinkedIn” at Boston.com and “Ten Ways to Use LinkedIn” at blog.guykawasaki.com. For more information on using LinkedIn effectively try Internet your Way to a New Job: How to Really Find a Job Online by Alison Doyle. This book is available for reference in the Career Services Library on the second floor of 122 Woodland St.

This October Career Services and Alumni Affairs hosted 17 alumni on campus for two days packed with events as part of the annual Alumni-in-Residence Program. This year’s activities included roundtables on government, law, and entrepreneurship. A networking event was also held so students could make connections and learn about the opportunities that are open for liberal arts degree graduates. Alumni were also invited back to the classroom to speak in classes in a range of departments.

The Law Roundtable included Judge D’Army Bailey ’65, Spencer Burkholz ’85, and Michael Dworkin ’69. Students heard about the different types of law each alumnus practiced, how he got to that point in his career, and the advice each had for going on to law school. Judge D’Army Bailey also talked about his new book, The Education of a Black Radical, an autobiographical narrative of his work in the Civil Rights Movement and his time at Clark.

The Alumni-in-Residence Program showed students how informative and beneficial networking, especially with alumni, can be.
ACE is a pre-first-year program for domestic students of African, Latino, Native American, and Asian American (ALANA) descent, as well as first-generation college students, that runs prior to the fall orientation program.

ACE’s mission is to make the transition to college easier by orienting students to Worcester, the college campus, and college resources.

Career services took an active part in the ACE program this August by introducing the participants to four local organizations. These meetings were designed to show the students around Worcester, acquaint them with local businesses, and help them network professionally in the area.

Career Services staff took the ACE students to Town Hall to learn about city government and residential management services, as well as to Davis Publications, an independent publisher of materials for teachers and students in the visual arts.

Students also got the opportunity to visit the UMass Medical School, a world class research institution, and the Ecotarium, a unique indoor-outdoor museum with a focus on science and nature.

Not only does Career Services support ACE students when they first arrive on campus, but the students benefit from continued support from the staff throughout their four years. ACE students are encouraged to utilize the office to find an internship and begin their career planning.

GOT QUICK QUESTIONS?

Don’t have an appointment? Stop by during Drop-In Hours and have your quick questions answered by one of our Graduate Assistants. The office is open every Monday through Friday from 1 to 3 p.m. for drop-in questions. Meet for 15 minutes with a Graduate Assistant to get a critique of your resume, learn to write a cover letter, and discuss job and internship possibilities. The process is quick and helpful.

DONALD ASHER: GOING ABROAD

Recently several Career Services staff participated in a webinar hosted by the University of Tennessee, Knoxville. The webinar featured Donald Asher, an acclaimed author and speaker specializing in careers and higher education.

Asher’s presentation focused on how to successfully integrate into the immersion culture when studying or working abroad. He pointed out that employers want workers who are culturally aware, and one of the best skills an employee can possess is the ability to work with people from other countries.

In order to make the most of time studying abroad, Asher recommended students go for one year instead of one semester, study the local language, and go in the off season when there are more locals than tourists. He also recommended that students live with a local family, explore more of the rural areas where native culture and languages are most prominent, and try to make friends outside of the American group you came with.

Donald Asher has written seven books on college and careers, including, From College to Career and Who Gets Promoted, Who Doesn’t and Why.

“LIFE IS CALLING”

Clarkies heard the wake-up call given by President Obama in his inauguration speech this past January encouraging Americans to commit to helping the people of poorer nations. Given Clark’s emphasis on volunteering and activism, it is no surprise that a large crowd of thirty-three students attended the Peace Corps Information Session on September 30, in the Higgins University Center.

Peace Corps recruiter Jennifer Zeisler came to campus to describe the program and answer questions from students about a term of service. For example, Clarkies learned that it is not necessary to be a recent graduate to apply since the Peace Corps welcomes applications from any U.S. citizen over the age of 18. Therefore, it is always an opportunity to keep in mind.

Sasha Susman ’10 said, “The information session was very informative and gave an honest portrayal of the Peace Corps experience, including the training process and the two year commitment.”

Established in 1961, the Peace Corps currently has 7,867 volunteers in 76 countries. The program is a two year engagement with the benefits of a small living stipend, a $6,000 stipend upon completion, and full health-care coverage by Peace Corps affiliated doctors provided in the country of service. Volunteers also have the option of deferring federal student loans.

ACE = ACADEMIC CLARK EXCELLENCE
## November 2009

### Careers in Economics: There Can Be a Good Life After College

**Wednesday, 11/18/09**
2:00-3:00p.m.
Jonas Clark Hall
Room 120

Mr. Cary Leahey ’74 will discuss his own work in the economics field, what coursework is most important to gain applicable skills, and current opportunities available for economics majors and minors. Mr. Leahey currently works as a Senior Managing Director with Decision Economics, a consulting firm in Boston.

### December 2009

### Spring Undergraduate Internship Information Group Session

**Thursday 12/3/09**
4:00—5:00 p.m.
Career Services Office

Learn how to apply for internships for academic credit and find resources that are available to help you locate an internship locally or across the country.

**Academic Internship Deadline for Spring Semester:**
January 21, 2010

### Upcoming Spring Events

- Check the events calendar on our website for full listings, dates, and times.
- **Clark’s Career and Summer Internship Fair**
- **Job Search Workshop**
- **Planning for Graduate School Workshop**
- **Colleges of Worcester Consortium Job Fair**

### Applying to Graduate School

Thinking of applying to graduate school now or in the future? Career Services offers many books in our library to help get you started! Recommendations include:

- GRE Prep-Test books
- *The Complete Guide to Graduate School Admissions*:
- *Best Graduate Schools*

Career Services also offers a guide to applying to graduate school and one-on-one counseling to help you through the process. Stop by our library, visit our website, or make your appointment today!

### Top 10 College Jobs

- **Unpaid Internship:** All the perks of a paid internship minus the income. Take heart, potential employers will not care whether an internship was paid or not, as long as you gained professional skills.
- **Research Assistant:** Working closely with a professor can establish a lasting relationship and research skills can improve career prospects.
- **Home Health Aide:** Healthcare is an expanding field and if you have any interest in making it a career, this entry-level position can be a great way to start.
- **Writer:** If you want to go into mass communications, ask your school paper, alumni paper, local paper, or anyone you know that has a website if you could write some articles. eHow.com pays its writers and it’s a great way to get experience and get published.
- **Bank Teller:** If you are interested in a job in finance this can be a great way to break through with practical number application. Many teller jobs are also part time so they have flexible hours.