Career Services hosted over 35 companies and organizations at this spring’s annual Career and Summer Internship Fair held on February 17th in Tilton Hall. Over 350 students were in attendance, ranging from first year students who were curious about internships, to seniors and graduate students who distributed resumes to potential employers.

Despite the economy, which has led recruiters to cut back on their visits to college campuses, this year’s fair was one of the largest in terms of employer and student participation. Overall, the organizations were very pleased with students’ preparedness and professional behavior. Students were equally pleased with the range of fields the companies represented and the quality of jobs for which they were hiring.

Partial list of companies in attendance:
- Alternatives
- Athena Diagnostics/Thermo Fisher
- City Year Boston
- Crossroads for Kids
- EMC
- First Investors Corporation
- The Hanover Theatre for Performing Arts
- IRS
- Mercury Media
- Museum of Jewish Heritage
- Natural Resource Services, Inc.
- Perkins School for the Blind
- WB Mason
- U.S. Census
- Youth Opportunities Upheld (Y.O.U.) Inc.
- MA Dept. of Environmental Protection

Clark University hosted the 2010 New England Regional Mock Trial Tournament February 19-21, organized by Career Services Director David McDonough and Professor Mark Miller. The tournament included 27 teams from 16 colleges in the area, including Boston University, Harvard University, Tufts University, Wellesley College, and College of the Holy Cross.

Over 75 lawyers volunteered to judge the weekend’s events, 35 of whom were Clark alumni ranging in graduation year from 1957-2007. Many of the volunteers are practicing attorneys and judges, including Margaret Guzman ‘89, a judge at the Dudley District Court. Another volunteer judge, Milton Raphaelson ‘57 is the uncle of a member of Clark’s team.

Clark’s team B, Justin Raphaelson ‘13. Clark’s Team B finished 3-5 and Team A finished 5-3 putting them in ninth place overall.

Although Team A missed a qualifying bid to the sub-national tournament by one point, they received an at-large bid and will be able to move on to the next round. Sylvie Lepeltier ‘10 won two individual awards for Best Attorney and Best Witness. She was the only student at the tournament to win both of these awards.

The Clark teams are coached by alumnus Steve Kennedy ‘88, a litigation attorney. The mock trial teams are part of Clark’s Law and Society Program, directed by Professor Miller.
**Interviewing: Do you have any questions?**

Clark’s career counselors and alumni agree, one of the best ways to ace an interview is to come with your own questions. Not only do employers want to learn more about your qualifications, but you should be ready to ask them about the position and the organization, or risk appearing uninterested in the job. At the end of your interview the hiring manager will inevitably ask, “Do you have any questions?” and you can confidently be prepared with the list below.

- How would you measure success in this position within the first three months?
- What are the long and short-term goals of this department/organization?
- How would you describe your company’s culture?
- What qualities of this organization attracted you to work here?
- Are employees encouraged to attend trainings/workshops/conferences?
- What kind of training is there for new hires?
- Will I have a chance to meet my co-workers during the interview process?
- How much room is there for growth and upward mobility in this department/organization?
- What additional information can I provide you about my qualifications?
- What are the next steps in the selection process?

You can also feel free to ask for any clarification you may need about what the hiring manager said during the interview. “Can you tell me a little more about…” or “Can you give me some examples of…” are great ways of following up to make sure you understand. The end of the interview is also a time to ask any questions you may have that are specific to the industry in which you are applying. Asking these questions will show that you did your homework and that you are truly interested in the organization.

For more information on questions to ask at the end of an interview or the employer interview in general, visit [http://www.clarku.edu/offices/career/tutorials.cfm](http://www.clarku.edu/offices/career/tutorials.cfm) and scroll down to the section titled Interviewing to find PDF resource guides.

**Job Search Social Media Tips**

Whether you are searching for an internship or a full-time job, you need to be smart about your online activity. Managing an online profile may seem as easy as brushing your teeth, but candidates are still making mistakes that taint their reputation and prevent them from being hired.

All job candidates want to market themselves in the best possible light to potential employers and that means building yourself as a brand. Think of yourself as a product that fulfills some need, such as a job position, that an organization has. In this case, would a customer, or hiring manager, buy your product based on your online advertising, or profile? It’s a question you may want to ask yourself. To get started on the right track, take a look at these helpful tips.

**Maximize Your LinkedIn Profile** Your LinkedIn profile can give you a tremendous edge in the job market because LinkedIn is a professional site that many employers utilize. Take the time to build a full profile that is readable and free of grammar and spelling errors.

**1, 2, 3 Cheese!** It is a learned lesson that your profile picture should be free of drugs, alcohol, or any other activity that could prevent you from landing a job; however, what about your other pictures online? Be sure that any embarrassing pictures you have in your account albums or even on websites like Flickr are not accessible to the public.

**Avoid Controversy** You may have strong opinions about politics, war, healthcare, etc. and choose to blog or write about them in your online profiles, but be aware that employers may not have the same views.

**Watch Your Mouth** Just like controversial subjects, profanities can be off-putting. In tweets, wall-posts, article comments, or online forums, watch what you say.

**Have a Positive Attitude** Complaining creates a negative image of yourself. Create an online persona of professionalism, graciousness, and optimism.

Some content taken from original article, “Five Social Media Rules for your Job Search” from gotta-mentor.com.
Over 500 consortium students attended the Colleges of Worcester Consortium Career Fair on Wednesday, March 24 at the DCU Center in Worcester. More than 70 organizations were represented at the fair, including: Community Healthlink, John Hancock, MassDOT, MEDITECH, South Bay Mental Health, The Charles River Center, Worcester Public Schools and Fallon Clinic.

Students were able to handout their resumes, speak with representatives, and network with employers. Career services staff from the member colleges were also available to advise students and give last minute pointers.

For more information about the companies present, please visit: www.cowcworks.org/career/CareerFairlisting2.asp.

On February 18th, four Clark alumni currently working in the finance industry were invited back to campus to host a financial management panel for young professionals. This panel is expected to be the first in a series of workshops focused on finance management sponsored by Alumni Affairs.

The four alumni included: Alan Durand '04 with Capital One Services, Inc; Chris Griffith ‘01 and Henry Wheelwright ‘01 with UBS Wealth Management; and Daniel Hartman ‘98, MBA ‘05 from Province Mortgage Associates. Each alumnus spoke a little about finance within his own specialty. Here are some of the highlights that could be helpful to upper-classmen, those on the job hunt, and recent graduates:

- Plain and simple: never spend more than you make. This can be difficult, but it will keep you financially secure in the long run.
- Breakdown your income by a few simple categories if a line budget seems too daunting: 60% should go to your fixed expenses; 10% to a fun savings account; 10% for emergency savings; 10% for retirement; and 10% for whatever you want!
- Invest in your employer retirement plan. Employers usually match some of your contributions, which is basically free money for you.
- Don’t forget about taxes when you are budgeting or looking for a job. After taxes you will only take home about 70-75% of what you actually make.
- Maintain a good credit score. This means: don’t accumulate a lot of debt, make credit payments on time, and never max out your credit cards (defined as using over 80% of your credit limit at once).
- An average credit score ranges between 680-720. A great credit score is around 740. To check your score from the three credit bureaus go to annualcreditreport.com. Tip: Check one bureau every 4 months so you can keep up to date on your score.

2010 marks the third year that Career Services is able to help Clarkies expand their skill sets by offering stipends through the Theodore Barth Foundation to support those with a summer internship in the non-profit sector. The Barth Foundation generously awards 6 Clarkies a $2,500 grant for unpaid summer internships.

As the 2010 prospective awardees prepare their application materials (due in to Career Services by April 19th at noon) we reflect on the outstanding work of the 2009 recipients.

Each recipient worked within the community, either on a local or global level, and exemplified what it means to be a Clarkie through their actions to make the world a better place.

Bjoern Weidlich interned with the Aberdare Conservation Society in Kenya to study solutions for their deforestation problem. Bjoern comments, “I was able to make a difference by connecting people and empowering them to take change into their own hands.”

Alex Carter also went abroad and spent her summer interning in Peru through the Boston based organization One Laptop Per Child, where she helped bridge the disparity between rural public education and urban private education through the use of technology.

Clare Crawley spent one month in Guatemala interning at the healthcare clinics of the Asociacion Pop Wuj where she triaged patients, assisted in the pharmacy, and gave educational healthcare presentations. Clare says, “The generosity of the Barth scholarship truly made this summer work in Guatemala possible, and I thank the sponsors so greatly for their amazing gift to me.”

Morgan Courtney interned at the U.S. Dept. of State in D.C. Going into the internship he “hoped to gain some experience in one aspect of the federal government”. He left with a strong desire to pursue a career there.

Calista Perry and Alisa Hills both interned closer to campus at Worcester Green Jobs Coalition and Notre Dame Long Term Care Center in Worcester respectively. Calista learned about creating economic and social change and Alisa used music therapy to help treat Alzheimer’s patients. These students exemplify the many ways Clarkies make a difference around the world through their talents and interests.

For more information visit the Career Services website at: www.clark.edu/offices/career. If you have questions about the 2010 Barth application process please contact Sharon Hanna at shanna@clarku.edu or 508-793-7258. Funding is open to Clark sophomores and juniors only.
Throughout the months of February and March, Career Services, in conjunction with Alumni Affairs and the Graduate School of Management, held several Alumni Networking events in Worcester, Boston, Washington D.C., and New York City. The events consisted of job search workshops, as well as networking sessions with local Clark alumni from a variety of fields including: finance, law, corporate retail, and government. Undergraduates, graduate students, and other alumni were invited to attend.

Throughout the panel discussions many useful job search tips were presented by successful alumni. Below are some of the pointers that alumni believe may help Clarkies get ahead, even in this tough economic time.

- A common theme across the panels was to start networking before you need it. This means building your circle and reaching out to others before you need to begin asking for favors. Good networking relationships can take a few years to develop and you want them to withstand time. Think about who you know and who would be beneficial to know.
  - Always thank the contacts in your network, even if it was for a quick phone call or small piece of advice.
  - Pick up the phone. Even if you send an email you may want to call a potential employer or contact. If you can, find out what mode of communication the person likes best and use it. Even though we think of email as standard, some still find the phone easier.
  - Be persistent, but not annoying. It may take a few calls or emails to get in touch with someone so keep trying. However, don’t overload them and be respectful of their time.
  - Remember your first job is not your last job. Be open to possibilities and flexible enough to see unconventional career paths. You may take some happy detours.

- When you meet an employer, always ask questions. As one alum said, “The fastest way to know someone isn’t right for the position is if they don’t ask questions.”

- Remember that opportunities arise daily. You never know who may be sitting next to you in the waiting room or standing behind you in line. Be aware and open to the unexpected.

- A topic that came up across the board was the negative impact that social networking sites like Facebook can have for someone searching for a job. It may be surprising, but many potential employees still do not check the privacy screenings on their profiles and employers end up finding more than they were searching for. Be vigilant and check your privacy settings often to make sure that your personal information is safe from the eyes of the public. And if your picture is searchable, keep it appropriate.