

# Instant Messenger

A Career Services Center Publication

Volume VII, Issue 17

February 16, 2009

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### Need the CSC

#### Job Listings Password?

User name: [joblist](#)  
Password: [marlinjobs](#)

#### FOCUS-2 Assessments

Access code: [marlins](#)

### Career Services Staff:

**Lisa Fentress**, Director  
**Kate Bourdow**, Assistant Director  
**Leslie Hines**, Admin. Assistant  
**Kempner Jones**, Work Study

### Published weekly by the Career Services Center

Editor & Designer: Leslie Hines  
Virginia Wesleyan College-Batten 220  
1584 Wesleyan Drive  
Norfolk, VA 23502  
Phone: (757) 455-3337  
Fax: (757) 233-8748  
E-mail: [Career\\_services@vwc.edu](mailto:Career_services@vwc.edu)  
Web: [www.vwc.edu/careerservices](http://www.vwc.edu/careerservices)



## Interviewing Skills Workshop

**Tuesday, February 17**  
**11:00 am—Batten 228**

A **MUST** for Seniors!!!

Learn how to make the best possible impression on your next interview. Increase your chances of receiving that coveted job offer. Learn about interviewing styles and how to answer a recruiter's questions, and more.

## Recruiter On Campus

### NAUTICUS

Seeking to hire **summer staff and interns** in the areas of **Education, Environmental Studies, and Retail**

**Tuesday, February 17**  
**11:00 am-1:00 pm**  
In the Hub Lounge

## Business & Social Etiquette Dinner

Thursday, February 19, 2009

5:00-7:00 p.m.

Princess Anne Room of Boyd Dining Center



(By pre-registration only!)

Dinner is co-sponsored by CSC & "Career 15"

## CAREERS IN HIGHER EDUCATION

PRESENTED BY ODU'S M.S.ED.

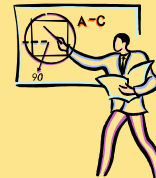
HIGHER EDUCATION PROGRAM

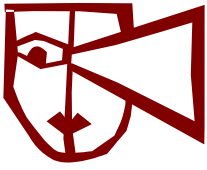
THURSDAY, FEBRUARY 19, 2009

11:00-11:50 A.M.

PEARCE HOSPITALITY SUITE, BATTEN CENTER

OPEN TO **ALL STUDENTS** WHO ARE CONSIDERING ENTERING THE HIGHER EDUCATION FIELD.





# The Week at a Glance

February 16-23, 2009

Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon
<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>
<i>Instant Messenger</i> Delivered to your e-mail box	<b>NAUTICUS</b> Recruiter on Campus 11:00 am-1:00 pm Hub Lounge—Batten Center  <b>Interviewing Skills Workshop</b> 11:00 a.m. -Batten 228	<b>Career Information Table</b> Batten Center 11:00 am-2:00 p.m.	<b>Careers in Higher Education</b> Presented by ODU 11:00-11:50 am Pearce Hosp. Suite-Batten  <b>Etiquette Dinner</b> (by pre-registration only) 5:00-7:00 pm Princess Anne Room-Boyd	Deadline to sign up for transportation to <b>"C2C" College to Career-Career Fair in Richmond</b> (Refundable deposit is \$10) Come to CSC to sign up. <i>Fair to be held Feb. 25th</i>			<i>Instant Messenger delivered</i>

Need Transportation to "C2C" Career Fair in Richmond, VA? Sign up today in the Career Services Center to reserve your space. **COLLEGE to CAREER FAIR 2009** is hosted by **The Greater Richmond Chamber** and endorsed by **VFIC "Career 15."**



*Oops!*  
*Don't let your "slip" show!*

## If you missed the dinner, you can still attend the Business Etiquette Workshop

**Tuesday, February 24**  
**11 am—Batten 228**

Learn about basic "do's & don'ts" of business protocol: office relationships, cell phone manners, business & social luncheons and get togethers, attire for various occasions, importance of your "FaceBook" content, and more.

### STUDENT TEACHERS...

Be sure to sign up for your interviews with up to five **local Hampton Roads public school systems**. To get your appointment time, you must sign up in Career Services by **Friday, February 27**. If you have questions, contact [Lisa Fentress](#) in the Career Services Center.

### DID YOU KNOW...?

Many employers decide within the first five minutes of an interview whether you are a strong candidate for the position. Background information like past work experience, a strong GPA, and relevant college courses are important, but many recruiters stress the importance of "soft skills." These include pleasant interpersonal behavior, a firm handshake, good eye contact, and your professional appearance. Often, it is these "soft skills" that carry you on to the next round of interviews.\* To make your best possible first impression, **attend one of our Etiquette events** (the dinner or workshop), and sign up for a **mock interview** in the CSC.

\* [www.collegegrad.com](http://www.collegegrad.com)