

# Instant.Messenger

A Career Services Center Publication

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### Need the CSC Job Listings Password?

User name: **joblist**  
Password: **marlinjobs**

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## Welcome, Students!

We hope you had a great summer! Career Services has a full schedule of fall career activities planned just for you. Watch the announcements on the events page of our website at [www.vwc.edu/careerservices](http://www.vwc.edu/careerservices) and on our "Week at a Glance" easel display boards throughout the campus.

The Career Services staff can assist you with assessing your interests and skills for a major or employment, interviewing techniques, resume and cover letter writing, internship preparation, graduate school information, and more.

Look for the *Instant.Messenger* delivered to your campus e-mail box each Monday, featuring the highlights of the week and special events designed with your career needs in mind.

Come by and visit us in Batten 220. It's **NEVER TOO EARLY** to start making your career plans.

## CAREER 15 Corporate Connections Week October 6-10, 2008

CAREER 15 is creating a new and exciting way for students to connect with employers via the **Corporate Connections Blog**. Students may **CHAT LIVE** with corporate recruiters, ask questions, apply for positions, etc.

Stand by for more information!

## TAKE CONTROL OF YOUR JOB SEARCH!

It's hard to turn on the news these days without hearing another gloomy forecast about the American economy. What will this mean for your job search? More importantly, what can YOU do to land a great job after graduation? Follow these tips to minimize the impact of the current economic downturn:

- 1. Keep an open mind.** Explore openings in a variety of sectors and organizations. When the private sector struggles, for example, the public sector job market often heats up. Don't forget to look into non-profits and smaller organizations as well.
  - 2. Be willing to relocate.** If you don't confine your search to one specific city, you will broaden your opportunities.
  - 3. Do your homework.** Spend time customizing your resume for each job opening, focusing specifically on how you can contribute to the stated goals of the organization. Ask yourself, "What's in it for the employer?"
  - 4. Sell your results & achievements.** Focus on tangible examples of success and use numbers to quantify your statements (i.e., "Sold 55 new memberships;" "Increased profits by 8%;" "Devised new filing system, streamlining office activities"). Highlight promotions of any size (i.e., "Invited back to work during all college breaks"). Avoid general statements on your resume... be specific!
  - 5. Don't forget to network.** The majority of job seekers find employment through networking, not through job boards and listings.  
**Start early.** Under the best economic conditions, it can take at least 6 months for a college graduate to land his/her first career position. The current conditions mean you must start even earlier if you hope to land a position in time for graduation.
- And, most importantly... **stay calm.** It is easy to hear the economic reports and feel helpless. If you start at least a semester before you graduate, utilize the Career Services Center and follow the suggestions above, you will rise to the challenge.

SOURCES: [www.vault.com](http://www.vault.com), [www.courtingyourcareer.com](http://www.courtingyourcareer.com), [www.careerbuilder.com](http://www.careerbuilder.com)



# This Fall at a Glance

## SEPTEMBER 2008

"FOCUS on your Future: A CSC Orientation"  
Thursday, Sept. 18, 11:00 a.m., Pearce Hospitality Suite

"Graduate School Workshop"  
Tuesday, Sept. 23, 11:00 a.m., Shafer Room, Boyd

Deadline for Teacher Interview Sign-ups with Local Public Schools —Sept. 30 in the CSC-Batten 220

## OCTOBER 2008

CAREER 15 Corporate Connections Week  
October 6-10—Chat LIVE with corporate representatives!

Norfolk Public Schools Interviews  
By appointment—Monday, Oct. 6, 2008 in CSC

"Deciding Your Major" Workshop  
Tuesday, Oct. 7, 11:00 a.m., Princess Anne Room, Boyd

Chesapeake Public Schools Interviews  
By appointment—Wednesday, Oct. 8, 2008 in CSC

Virginia Beach City Public Schools Interviews  
By appointment—Monday, Oct. 13, 2008 in CSC

Resume Writing Workshop  
Tuesday, Oct. 14, 11:00 a.m., Shafer Room, Boyd

MAJORS and ACADEMIC RESOURCES FAIR  
Thursday, Oct. 16, 11:00 a.m.-12:30 p.m. in CMAC

Kaplan Graduate School Practice Tests—on campus  
Friday, Oct. 17, 2:00-5:00 p.m., Clarke classrooms

"Careers in the Environmental Sciences" Panel  
Tuesday, Oct. 21, 11:00 a.m., Pearce Hospitality Ste.

Interviewing Skills Workshop  
Thursday, Oct. 23, 11:00 a.m., Pearce Hospitality Ste.

"How to Prepare for an Internship" Workshop  
Tuesday, Oct. 28, 11:00 a.m., Shafer Room, Boyd

Diversity Career Day @ UVA  
Thursday, Oct. 30, 2008—Transportation is available by reservation. Contact the CSC.  
This event hosts about 150 major employers.

## NOVEMBER 2008

Junior Jump Start  
Tuesday, Nov. 4, 11:00 a.m., Shafer Room, Boyd

"Careers in Government & Politics" Career Panel  
Thursday, Nov. 6, 11:00 a.m., Shafer Room, Boyd

Resume Writing Workshop  
Tuesday, Nov. 11, 11:00 a.m., Shafer Room, Boyd

Interviewing Skills Workshop  
Thursday, Nov. 13, 11:00 a.m., Shafer Room, Boyd

## RECRUITERS ON CAMPUS THIS WEEK...

Virginia Beach Police Department—Tuesday, August 26, 11:00 a.m.-1:00 p.m.  
Recruiting for Police Officers and Internship positions - Main Street, Batten Student Center

Virginia Beach Parks & Recreation Department—Tuesday, August 26, 9:00 a.m.-1:00 p.m.  
Recruiting for part-time staff members - Main Street, Batten Student Center

### Enter the CSC & CAREER 15 Interview Attire Raffle!

Win a \$200 Gift Card for either Men's Wearhouse or Ann Taylor's Loft.

**To enter:** Register and post your resume online with CAREER 15. Bring Career Services a copy of your registration printout. Drawing conducted at the end of the fall semester. ALL Students!

### New Cyber-service for VWC Students...

Students! FOCUS on your future with **FOCUS-2**: our new online, self-guided, interactive assessment program, designed to help you select the right college major and plan your career based on your personal interests, values, skills, personality, and aspirations. Best of all...you can complete your assessments 24/7... on any computer with Internet connection. Try it today!!! Click on **FOCUS-2** from the **CSC home-page** ([www.vwc.edu/careerservices](http://www.vwc.edu/careerservices))

## Students in the Teacher Certification Program

Sign up for the Fall 2008 **On-Campus Teacher Interviews** with Chesapeake Public Schools, Norfolk Public Schools, & Virginia Beach City Public Schools

**Deadline** to sign up and submit your resume for interviews is **September 30, 2008 in CSC (Batten Center 220)**

### HAVE YOU VISITED THE CSC WEB PAGE LATELY?

There is valuable information regardless of your major or status in college, such as choosing a major, researching careers, looking for an internship & job hunting.

Just one of many helpful sites is the "Career Links" page under "Tool, Tips & Information." Check it out at — [www.vwc.edu/careerservices/](http://www.vwc.edu/careerservices/)

**THE CAREER SERVICES CENTER HAS RELOCATED TO BATTEN STUDENT CENTER SUITE 220 (2ND FLOOR)**

**COME SEE US!**