MAKING THE MOST OF CAREER SERVICES

Developed by The Center for Career Services

973.655.5194 • www.montclair.edu/career-services

AGENDA:

- How Career Advising Works
- Self-Assessment: Focus 2
- Career Development Services
- Experiential Education Cooperative Education
- Social Media

Log into *Hire a Red Hawk* for Career Advising Appts

https://www.montclair.edu/career-services

Montclair State University

Career Services

About Us

Alumni

Current Students

- **Career Counseling**
- Conduct a Job Search
- Co-op & Internship Information for Students
- **Events and Workshops**
- Explore Majors and Careers

My Hire a Red Hawk Account

- Hire a Red Hawk How-Tos
- Hire a Red Hawk Login

Prepare for Graduate School

Employers

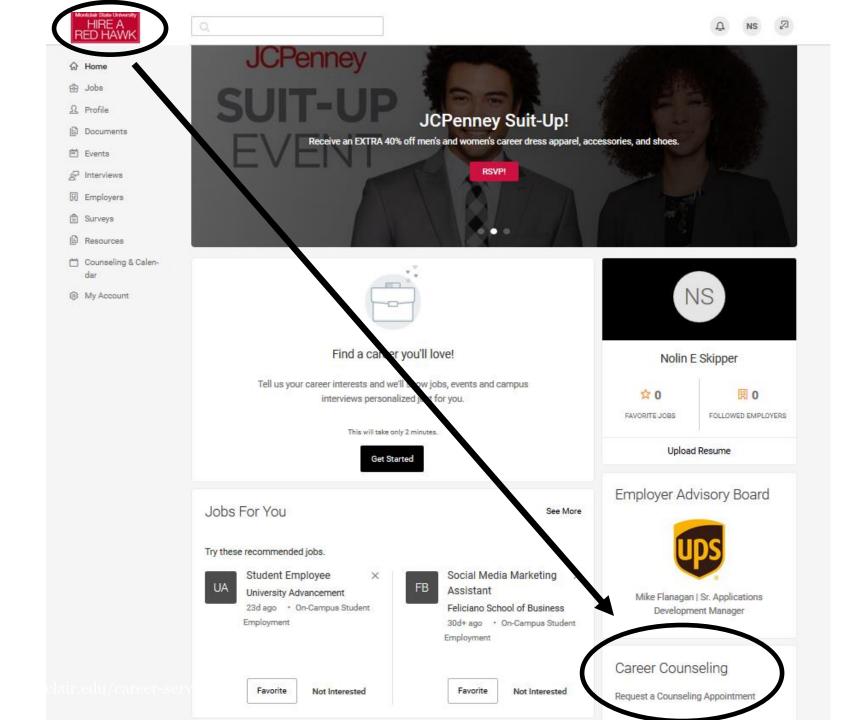
Faculty

On-Campus Jobs

What is *Hire a Red Hawk*?

Hire a Red Hawk is your career services management system. Through *Hire a Red Hawk*, you can:

- Easily find and apply to jobs and internships that match your program of study and interests.
- Request a career counseling appointment with your designated Career Services office.
- Manage your co-op or internship.
- Upload your resume and submit it for critique.
- Sharpen your interview skills with Mock Interviews.
- RSVP to on-campus interviews, employer information sessions, career fairs and workshops.
- Stand out to your favorite employers through a customized student profile.
- Network with recruiters and hiring managers to learn about job/internship opportunities, company culture, campus visits, and much more!



Who is my Career Advisor?

College of the Arts

Victoria Nauta | <u>nautav@montclair.edu</u> | 973-655-7495

College of Humanities and Social Sciences

Nadine Verna <u>vernan@montclair.edu</u> 973-655-4374 Jeff Poulos <u>poulosj@montclair.edu</u> 973-655-3055

College of Science and Mathematics

Gen Hinson <u>hinsonge@montclair.edu</u>|973-655-7793

College of Education and Human Services Linda Flynn |<u>flynnl@montclair.edu</u> 973-655-6874

Feliciano School of Business

Mariah Mayers <u>|mayersm@montclair.edu</u> 973-655-3200

University College

Adam Mayer <u>|mayerad@montclair.edu</u> 973-655-5194

Questions to Ask Your Career Advisor

• What are some job titles MSU graduates have based on my major?

• Who are some of the top employers for my major?

• Can you provide feedback on my resume and cover letter?

Questions to Ask Your Career Advisor

- When should I pursue a co-op or internship?
- What advice can you share with me regarding the job search?
- Is there someone you recommend I reach out to/network with based on my career goals?

Self Assessment – Focus-2

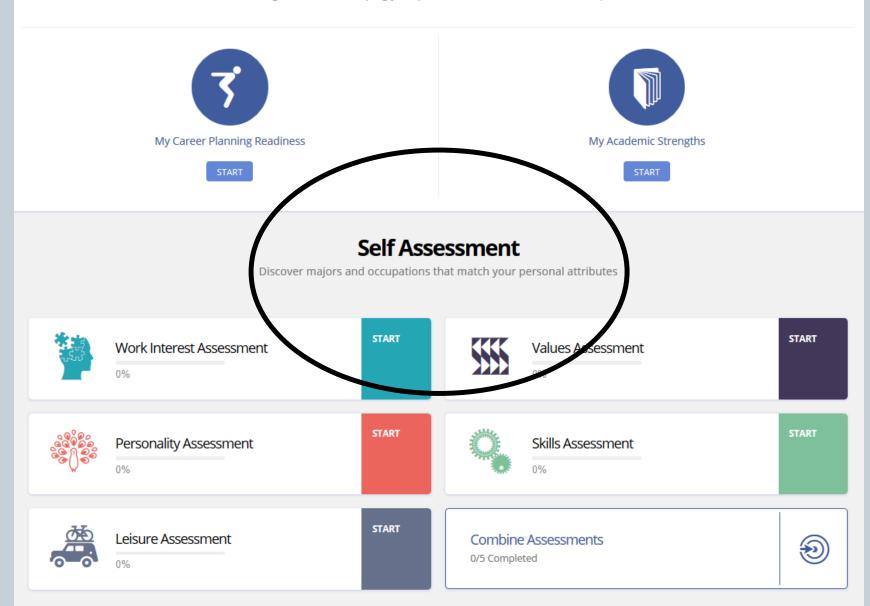
Focus-2 is an interactive, online guidance program.

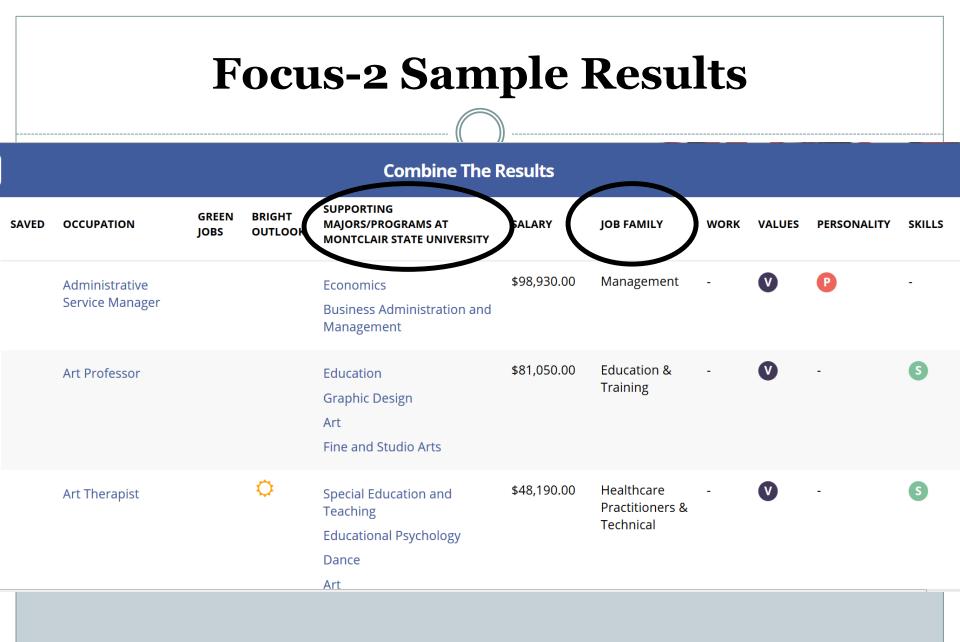
- 1. Self-assessment of your personal attributes: *Interests, Values, Personality and Skills*
- Major areas of study are identified based on results
- 3. Your assessment results are matched to occupations

Focus-2 Menu – Complete the 5 Self Assessments

Montclair State University

Let's get started developing your personalized career and education plans!





Career Services Events and Programs

- Each Career Services office develops programming and workshops to assist students with their career development
 - Resume/Cover Letting Writing Workshops
 - Co-Op/Internship Info Sessions
 - Employer Info Sessions
 - Webinars
 - Employer On-Campus Interviews/Recruiting
 - Career Fairs

Career Services Events and Programs

• Host **8** Career Fairs throughout the academic year

- Part-time job fair
- Accounting/Finance Career Fair
- MSU Career and Internship Fair
- Seasonal/Camp Fair
- o Government, Law, and Non-Profit Career/Internship Fair
- Health, Environmental, and Science Fair
- Arts, Communication and Entertainment Fair
- o Business, Sales, and Technology Fair

Experiential Education: Cooperative Education (Co-op)

Cooperative Education is a university-wide work-based learning course which provides <u>academic credit</u>.

- Partnerships with businesses and non-profit organizations are created to help students explore how classroom learning applies to work-place practices.
- Since its inception, more than **700** businesses and non-profit organizations have partnered with MSU to advance the education of over **14,000** MSU alumni.

Benefits of a co-op/ internship?

- Test-drive your career
- Develop and enhance marketable skills
 Teamwork, Leadership, Initiative
- Give yourself an edge in the job market
 59% of interns are offered employment upon completion of their internships and **77.3%** of those interns accept (according to NACE)

Benefits of a co-op/ internship?

- Opportunity to network 70 to 80% of jobs obtained through networking
- Resume builder what are employers looking for in entry-level?
- Students who complete one or more internships prior to graduation are more likely to receive a job offer prior to graduating and tend to have a higher salary in their first positions than those who did not (*Guarise & Kostenblatt, 2018*)

Previous Co-op/Internship Placements

College of Education and Human Services

- Hackensack Meridian Health Mountainside Medical Center
- Parabolic Performance & Rehab
- SportsCare Physical Therapy
- Sensory Kids & Social Minds

School of Business

- Merrill Lynch/Global Wealth Management
- New York Red Bulls
- Pearl Media
- Enterprise Rent-a-Cars

College of the Arts

- NBC Universal
- The Wendy Williams Show
- WABC-TV
- The Daily Show

Previous Co-op Internship Placements

College of Humanities and Social Science

- Arista Behavioral Health
- CBS
- Christopher and Dana Reeve Foundation
- United States Secret Service

College of Science and Mathematics

- UPS
- Panasonic
- CVS Pharmacy
- Rutherford Animal Hospital

Experiential Education



For Internships and Academic Seminar

COOPERATIVE EDUCATION: WASHINGTON CENTER INTERNSHIPS <u>HTTP://TWC.EDU/</u>

The Washington Center (TWC) is a vital non-profit organization serving hundreds of colleges and universities in the U.S. and other countries by providing selected students challenging opportunities to work and learn in Washington, D.C. for academic credit.

Students earn up to 15 academic credits

TWC's mission is to prepare college and university students for civic leadership through experiential education, promoting future leadership for the public, private and non-profit sectors of society.

Experiential Education



COOPERATIVE EDUCATION: DISNEY COLLEGE PROGRAM WWW.DISNEYCOLLEGEPROGRAM.COM

*Students earn **6 academic credits** at either the <u>Walt Disney World Resort in Orlando</u>, <u>FL or the Disneyland Resort in Anaheim, CA</u>

*DCP is a living, learning and earning experience for college students from all majors and backgrounds. Students can participate in Disney educational courses and seminars, including topics on Marketing, Hospitality, Leadership, Communication, Event Operations, and Career development. These offerings are designed by professionals from the Disney University and recommended for credit by the American Council on Education.



to sign up!

MAKING THE MOST OF CAREER SERVICES

DEVELOPED BY

THE CENTER FOR CAREER SERVICES 973.655.5194

WWW.MONTCLAIR.EDU/CAREER-SERVICES

Questions?