

MAKING CONNECTIONS FOR YOU

THE OFFICE OF CAREER SERVICES TEXAS A&M INTERNATIONAL UNIVERSITY 5201 UNIVERSITY BOULEVARD SC-114 LAREDO, TX WWW.TAMU.EDU/CAREER

Employer of the Month

Romeo Rodríguez, TAMU Alum '82
Superintendent, Zapata County ISD

Job Hunting Skills for ESL
Students (Page 5)

Ready or Not? When to go to
Graduate School (Page 8)

Feature Article:
You're a Graduate and no
Job - Now What (page 7)

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Coffee Talk With Cassandra



[Cassandra Wheeler, Executive Director, Office of Career Services](#)

Welcome to CAREER CORNER! This newsletter provides information to the University community about our services, and special programming. In addition we connect alumni and students to employers regarding networking and employment opportunities. The Office of Career Services is committed to provide the best services to the University community and is continually "Making Connections for You."

This month, we would like to congratulate our May 2008 graduates! We are so proud of you for achieving this milestone. This summer provides great opportunities for our newest alumni as they start out in their new careers or prepare for graduate school in the fall. For our current students, take advantage of summertime to enhance your writing skills through journaling. This is also your chance to sharpen your job hunting skills for employment or internship.

We hope you enjoy this issue. Email us at [Career Corner Newsletter](#) for comments or ideas for future newsletters. We would love to hear from you!

Employer of the Month

Mr. Romeo Rodríguez serves as the Superintendent of Schools for the [Zapata County Independent School District \(ZCISD\)](#). ZCISD is very interested in building capacity for the future in all areas especially teaching as enrollment is expected to double in the next 5 years. Currently, the school district serves a growing population of 3,600 students. Further, as [Zapata County](#) continues to be the number one natural gas productivity county in Texas, growth is inevitable.

"There are many opportunities to serve our citizens as we built for tomorrow and serve our community. Zapata is the last frontier along the Texas/Mexican border and there is a unique opportunity to make it a small border town," Rodríguez stated.

The school district looks for committed professionals with a strong academic skill and work ethic. "The need to serve an area of Texas that is isolated from the main stream demands that applicants have a desire to live and work in Zapata," Rodríguez explains.

According to Rodríguez, recruitment efforts are effective due to the current leadership both the classroom and administration are mostly [Texas A&M International University \(TAMIU\) alumni](#).

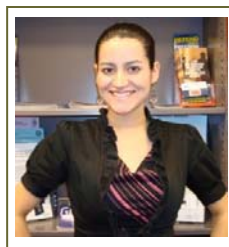
The current outlook for education in Zapata County is a positive one. The county is in need to hire teachers every year as the area deals with growth and retirement of teachers. The math, science and bilingual areas are of crucial need.

Currently Zapata County ISD salaries are competitive with neighboring schools offering stipends in the areas of math, science and bilingual. The UCARE program currently pays for staff members wanting to receive advanced degrees in education.

Zapata County ISD is proud to boast about its well behaved students and extracurricular success in academics and athletic events. The Zapata area offers a refreshing alternative lifestyle that many are seeking as an attempt to reduce the stress of high traffic and big city living.

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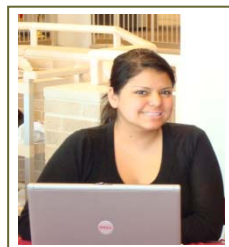
MEET THE STAFF



[Lygia Perez](#)

[Data & Information Specialist](#)

My job is to update the Division of Institutional Advancement's webpages & newsletters.



[Dulce Gutierrez](#)

[Staff Assistant](#)

My job is to tell you about our services and to help students, alumni and employers with Dusty Works.

"We need people seeking career paths that will fill teacher market demands of South Texas. We have an obligation to inspire the brightest and most committed individuals we can find."

---Romeo Rodríguez, Jr., TAMIU Alum, '62



Tips from Terry!

[Teresa Chapa-Cantú, M.Ed.](#)
[Director, Student Relations](#)



What are you going to do with your Summer?

I've seen quite a few students come through my office since I've been here, and about half of them have been seniors. Often, these students come in requesting a way to create a résumé that is compelling, and of course, professional. With all of their academic accomplishments, some of these students do not have work experience, and end up finding themselves in a predicament. Here they are, in their last semester of their senior year, applying and competing for jobs in which other applicants already have experience. Then, I'm reminded of the well-known question, 'How do you get a job without experience, and experience without a job?'

Answer: An internship!

So, what is an internship? Internships are short-term, often unpaid positions that are usually completed for academic credit. But, be aware that some are not offered for credit. Still, I recommend internships for everyone, but especially for a student who has no experience in their field. It's best to participate in one early on in your college career, like your sophomore year.

"How do you get a job without experience, and experience without a job?"

The following are some benefits to internships:

- It's a real-life chance to see if this is the right career for you
- Get answers to questions you have about your career choice
- Valuable, hands-on experience to build your skills, *and* résumé
- Build working relationships with professionals in your field

Internships are offered in every area or field of interest. But, do your research to be sure the opportunity you want fits well with what you *need* in your area of study in college. (Advisors can help you with this.) Then, plan on sending out your résumés and cover letters. However, have a professional or the Office of Career Services review them first.

If you're having trouble finding an internship, create one! Yes, you *can* go out and speak to employers about possible opportunities for you to work with them for a brief period of time. All you have to do is ask!

Once you find an internship, be sure to make the most of it. Conduct yourself in a professional manner, work hard, and be sure to thank them for this opportunity. Remember, these may be your colleagues one day.

Student Career Highlight: Jaime Rios (COED)

Each month I will feature a TAMU student who has created an excellent résumé or cover letter, and showcase their success.

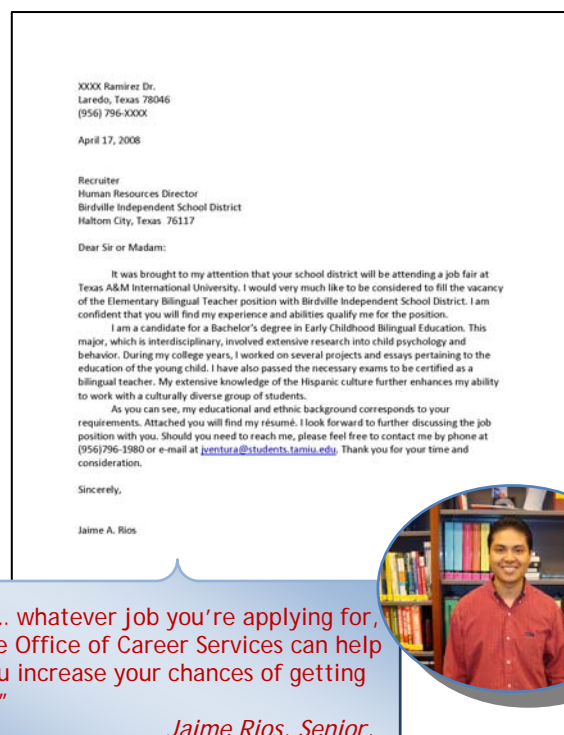
This month I have selected Jaime Rios. He is currently a senior, majoring in Early Childhood Education, with a specialization in Bilingual Education. Jaime recently attended the Best Teaching Practices - Teacher Fair in April ([learn more on pg. 4](#)), where he interviewed onsite with a representative from an attending school district. Later that day, he proudly informed me that this school district had offered him a second interview.

Jaime had the following to say about what prepared him to make this opportunity a success.

"I took two separate workshops that the Office of Career Services provided a couple of weeks ago. One workshop focused on how to properly create a good cover letter/résumé, while the other workshop concentrated on how one can develop good quality interviewing skills. Both workshops provided take-home notes, power point slides, and a knowledgeable instructor that provided excellent ideas and exercises. Having taken these workshops prior to the teacher fair, my confidence and optimism in acquiring an interview increased considerably."

----Jaime Rios

Jaime will earn his Bachelor of Science in Interdisciplinary Studies, and graduate with Honors, this May. Great job, Jaime!



"... whatever job you're applying for, the Office of Career Services can help you increase your chances of getting it."

*Jaime Rios, Senior,
Future Educator*

COMING SOON!!!

THE RESUME ROUNDUP!



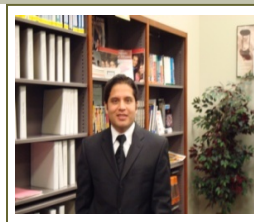
When: May 19-21, 8am-5pm

Where: Office of Career Services, Student Center 114

Tell Me More: Professional staff will help you format your résumé (and application letter) for your individual needs

Notes From the Director

[Andres Jaime](#)
[Director, Employer Relations](#)



2008 Best Teaching Practices Fair a big success!

Congratulations to our May 2008 College of Education graduating class for choosing one of the most honorable and respected professions in our society!

Thanks to the unique characteristics and quality of our teacher students, this semester's Best Teaching Practices Fair resulted in a big success. On April 18th, school districts from every corner of the state participated in this semester's fair to hire our outstanding students for their various teaching positions. A record breaking 34 school districts registered to attend the fair.

"Fusing our Annual Best Teaching Practices Fair with a Teacher Fair for prospective employers has been a wonderful experience for us and our students," stated Dr. Humberto Gonzalez, Dean, College of Education at Texas A&M International University.

"School representatives left the event impressed with the quality and professionalism of our students"

District representatives came prepared with their hiring packages and spoke to our student teachers about signing bonuses, relocation assistance, tuition reimbursement and other incentives to persuade them to begin their careers in their district. Over 100 student teachers were able to show off their skills by presenting poster projects reflecting their interest areas and knowledge of education curriculum.

The interaction between students and school representatives ran smoothly throughout the event and students were able to schedule interviews and gather plenty of information to consider their career options. School representatives left the event impressed with the quality and professionalism of our students.

"The quality of teacher that this university is producing is one of the main reasons school districts showed up to see our students in action and to entice them to teach in their districts," added Gonzalez.

The recruiters complemented [Career Services](#) and the [College of Education](#) for coordinating a successful event from preparing students to providing a unique venue for employment opportunities.

In addition, I would like to recognize the school districts that donated door prizes, [the Laredo National Bank](#) for co-sponsoring the fair and the College of Education for their commitment to making the Spring 2008 Best Teaching Practices a success.

Here is a listing of the schools that attended the 2008 Teacher Fair:

Crystal City ISD	Aldine ISD
Sheldon ISD	Northside ISD
Southwest ISD	ALIEF ISD
North East ISD	Manor ISD
Keller ISD	San Antonio ISD
Corpus Christi ISD	Lake Travis ISD
Harlingen ISD	Education Service Cntr Region 20
Zapata County CISD	Abilene ISD
Splendora ISD	Uvalde CISD
Ector County ISD	Sherman ISD
Brckett ISD	Austin ISD
United ISD	Galena Park ISD
Alice ISD	Giddings ISD
Cotulla ISD	Laredo ISD
Valley View ISD	Judson ISD
Jasper ISD	Round Rock ISD
Carrizo Springs ISD	Beeville ISD

I encourage all student teachers to visit us and take advantage of our programs and services at the Office of Career Services, Student Center, Room 114, as you finalize your decisions to join the school district that better fits your plans. Please let us help you with your resume or to connect you with school districts around the state.

To schedule an appointment to review employment opportunities with school districts, contact me at (956) 326-2260, email ajaime@tamiu.edu or stop by our office at Student Center, Room 114. In addition, school district job postings are also available in our Resource Library and on [Dusty Works!](#)

Job-Hunting Skills for ESL Students

By Alison Kilian

Entering the job market for the first time is a scary thought for many students. For those graduates for whom English is a second language (ESL), it might seem even scarier. But in a globalized world, command of foreign languages can be an important skill that expands your job prospects - if you are well prepared.

Fourth-year University of Pennsylvania student Jenny Pelaez is going through those job jitters. Born in the Philippines, Jenny is fluent in Tagalog. She will be graduating in spring 2008 and, although she's making it through school with her English just fine, she faces some challenges.

"Writing is definitely easier," she acknowledges. "What worries me is the [job] interview, that I won't be as articulate as I want to be. It might be more of a mental barrier, though," she admits.

That mental barrier seems to be a big problem for non-native speakers. It's something that must be tackled first.

Former ESL-teacher Dr. Francine Blume knows the problem. "Sometimes the written English is much stronger than the oral English, and sometimes the self-confidence is just not there," she says.

Like everybody else on the job hunt, graduates insecure about their English skills need to assess their strengths and weaknesses - and then sell their skills.

Before starting your job search, assessing your command of written vs. spoken English should be a priority. Jenny already knows that written expression comes more easily to her, and that she needs to prep thoroughly for job interviews.

Uncomfortable with your speaking skills? Participating in mock interviews is an excellent idea. Most college career centers offer mock interviews with career counselors. At [American University](#) in Washington, DC, they even videotape students' faux interviews so they can critique themselves afterwards. Getting a friend to conduct fake interviews is also a good idea. Having someone shoot unexpected questions at you will help you get more comfortable with the process.

Uncertain about your writing? Don't hesitate to ask for help. Olya Dadressan, a career adviser at [American University's School of International Service](#), notes that "for students whose native language is not English, the challenges are cover letters and resumes, because they don't want to appear [to be] non-fluent or non-native speakers." Again, your school's career or writing center should offer resume and cover letter-writing workshops. If not, getting a native English speaker to help or even investing in professional services is useful.

Employer of the Month

(cont'd from page 2)

"Teaching is a challenging and noble profession that has lost popularity with people as a whole. We believe that all educators have an obligation to highlight all the challenges and benefits the profession brings to all of the communities that we serve," Rodríguez adds, "Education is the final strong hold we have left to sustain and perhaps improve the quality of life enjoyed in our country," Rodríguez concluded.

Rodríguez attended the [Best Teaching Practices Teacher Fair](#) last month. This event, held every semester, brings together local and state-wide school district representatives and TAMIU graduating seniors from the College of Education for networking and employment opportunities. Rodríguez' commitment to education can be seen by the fact that he has represented Zapata County ISD at all of the teacher fairs and the annual Career Expo. In addition, Rodríguez conducts classroom presentations on the TAMIU campus as an advocate for education and to recruit students and alumni.

"We need people seeking career paths that will fill teacher market demands of South Texas. We have an obligation to inspire the brightest and most committed individuals we can find."

Rodríguez adds, "We would always do our very best at Zapata County ISD to entice committed people to join our team of the committed teaching professionals. We hope that Zapata County ISD can serve as a catalyst to renew the interest of individuals regardless of which school district they decide to join.

Bottom line, we as educators must share the good news about the difference a teacher can make," Rodríguez concludes.

Rodríguez holds a Master of Education Administration (1982) and Superintendence (2000) from TAMIU. Due to his service to the community and commitment to education, TAMIU has honored Rodríguez as a "[Distinguished Alumnus](#)." His photo can be found on the "Distinguished Alumni Wall of Fame" located in the Student Center.



Hey, Ronnie!

Director,
Alumni Relations

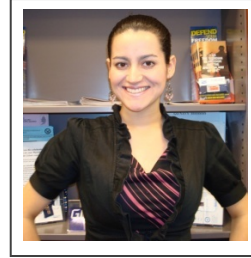
Dear TAMIU Graduates,

The [Office of Alumni Relations](#) provides ongoing opportunities for you. Just as you benefited from services as a student, we offer benefits for you as a graduate. Our goals are to continuously enrich your life and in return, we ask for your interest, your time and your support.

[Alumni Relations](#) is your source for information and involvement with [TAMIU](#). We host events for alumni to meet and network. We bring together alumni, faculty, practitioners, and current students to talk about teaching, research, and workplace practices. We share news about the University and fellow graduates via our [monthly E-newsletter](#) to keep our friends fully informed. We do all this to build support for TAMIU, its faculty, students, and programs.

Keep in touch. We Will!

Ronnie



Dress to Impress

Your outfits don't have to be \$800.00 you can simply go to stores like Dillard's Macy's and Express and spend from \$40.00 - \$300.00 according to your budget.

If you go to a job interview for a banking, business or law firm then it is important to dress in a suit and tie.

Make sure you stick with colors like basic black, navy blue dark grey.

If you apply to a job that is more casual consider khakis, button-down shirts and belt.

Make sure the color of your belt matches the color of your shoes.

Make sure you keep your interview accessories professional for instance, take a nice portfolio to carry your resume and other required documentation.

Try to avoid bright colors or strong colognes since it may overwhelm the interviewer.

Tips for Job Interviews:

- Be well groomed and professional.
- Dress appropriately.
- Do not chew gum.

Graduation is right around the corner...dress to impress!

RATE THE CANDIDATE

If an employer has two equally qualified candidates for a position, how does he or she decide?



Leadership position.....4.0
Major.....3.9
GPA of 3.0 or above.....3.7
Extracurricular activities.....3.6
Volunteer work.....3.0
College or university.....2.9



(5-point scale, where 1=no influence; 2=not much influence; 3=somewhat of an influence; 4=very much influence; 5=extreme influence)

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You're a Graduate and No Job-Now What?

Pamela M. McBride

Ms. McBride is a freelance writer and the co-author of [Work It, Girl! The Black Woman's Guide to Professional Success](#) with Lorraine Morris Cole. (Parker Publishing, September 2007) www.workitgirlweb.com

School's out, you have that degree and you are ready to conquer the world. Only one thing stands between you and your professional success: you don't have a job. So now what? Should you begin a massive online resume campaign and then wait for employers to call? Should you take any job you can get now and hop around until you find one that fits? Should you enlist the help of a headhunter? Should you ask everyone you know for a job? No. No. No. No.

The secret to a successful job search *after* graduation is to discover the hidden treasures of your college career center. There is no reason to panic whether your job prospect list is short because you intentionally waited until after graduation to start looking or because the techniques you have been using just aren't working for you. There are still great opportunities out there and one of them has your name on it.

To get the most out of your post-graduation job search, start with a plan to dedicate your time, evaluate your job search techniques and cultivate your network, all with the help of your college career center.

Dedicate your time

First, create and commit yourself to a full day's work of *job search* activities *every* day. Getting a job should be your full-time job, so you should plan to spend more time on that than anything else each day. Establish core 'work' hours like 8 a.m. to 4 p.m. or 9 a.m. to 5 p.m. Then, use a daily planner to schedule blocks of time with specific job search tasks assigned to each of them.

For example, you might allot 9 a.m. to 12 p.m. on Monday and Wednesday for company research, and designate that same timeframe on Tuesday and Thursday for informational interviews. You might reserve 1 p.m. to 5 p.m. for identifying job leads, applying for them and making follow-up phone calls.

Second, set up a meeting with your career services center to make sure you are fully prepared to conduct a job search, to be advised on specific strategies you need and to determine an overall plan of action.

"Career centers typically provide the same services to alumni as they do to undergraduates, so utilize them for help with resume writing, to conduct mock interviews, and to get advice on how to dress appropriately," said Saré Arnold, regional recruiting manager for [Enterprise Rent-A-Car](#).

Furthermore, if you are going to relocate, ask career center staff about schools that offer reciprocity of services in other cities and about intercollegiate job banks for alumni. They may also be able to help you identify collegiate career centers that allow graduates of other schools to use their services for a nominal fee.

Third, realize that employers won't think any less of you for not already being employed. They understand that sometimes it makes perfect sense to wait until graduation to look for work. Don't be hard on yourself; just be ready to share your circumstances.

"Be prepared to explain to a recruiter why you haven't secured a job before graduation," Arnold said. "Perhaps you've been involved in other activities - sports, community, social groups, et cetera. It is very common for Enterprise to bring a candidate on board after graduation. We are extremely active on campuses throughout the fall and spring semesters to attract the top talent early, but we also value the work ethic of a full-time student who manages to balance a part-time or full-time job. These students may not have the time to devote to a career search until after they graduate."

Evaluate your job search techniques

"If you have been actively seeking work, take a look at what you are doing. You may need to evaluate the effectiveness of your efforts," offered Mimi Collins, Director of Communications, [National Association of Colleges and Employers \(NACE\)](#). "Maybe you are not targeting the right employers for your skill set. Or, you may have wonderful qualifications but are not presenting them in the right way on your resumes or during interviews. This is where professional career counselors can help you, and the college career center is where you should start"

According to the NACE 2007 Graduating Student Survey, students who actually got full-time jobs tended to use their college career centers and their resources more heavily than those who went directly to the employer.

Experts in these centers can help you evaluate what you are doing and offer tips on how to step up your game.

For example, they may help you realize that you need to eliminate passive online strategies from your job search repertoire.

(cont'd on page 10)

Let Dusty Work for you!

Ligon on to [Dusty Works](#) and check out these jobs:

Title	Employer
Payroll Processor	IBC
Child Support Officer	Office of the Attorney General
Career Management Agent	Aflac
Business Manager	Kauz-TV
Management Internship Program	HEB

For more information about Dusty Works, call our office at (956) 326-2260, email us at careerservices@tamiu.edu or stop by our office at Student Center, Room 114. We will be happy to help you logon the system and show you The newest features on Dusty Works, So let Dusty Works for you!



Ready...or Not?

When to go to Graduate School

by Allison McKenzie

One of the great things about graduate school is that it attracts people from all stages and walks of life. You could easily find yourself sitting in class next to a new mom, a mid-career working professional, or a retiree. Deciding when to go to graduate school comes down to a personal decision based on a variety of factors. If you are still in the debating phase, here is a bit more food for thought.

Straight out of the gate

Heading into graduate school right after your undergraduate degree may seem like a no-brainer. The material is fresh in your mind, and you're still in school mode so you are used to studying, writing papers and surviving on a student budget. Perhaps you have built up a rapport with your professors, so you will have no problem securing a few reference letters for the application process. In addition, many recent graduates have yet to start a family and are free of dependants.

On the downside, extending your education may delay your entry into the workforce by another few years. Depending on your financial situation, you might also have to consider that heading into graduate school is going to increase your financial burden or student loans if you have them. Keep in mind that

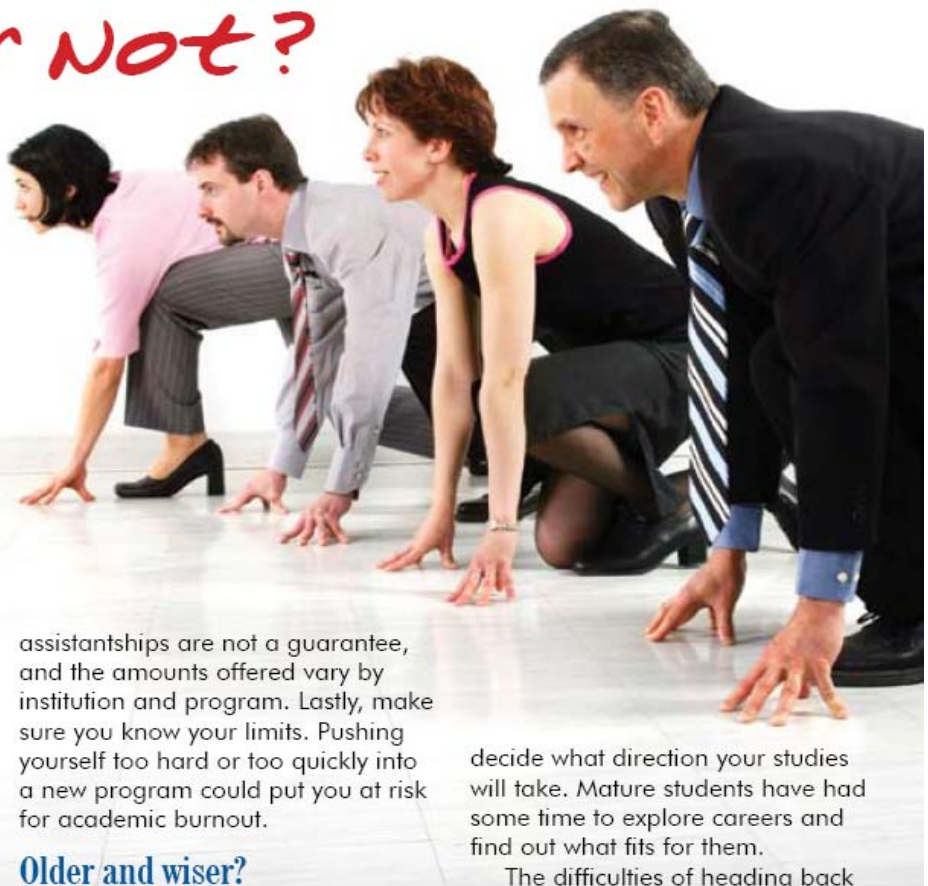
assistantships are not a guarantee, and the amounts offered vary by institution and program. Lastly, make sure you know your limits. Pushing yourself too hard or too quickly into a new program could put you at risk for academic burnout.

Older and wiser?

Sitting in a graduate seminar after taking several years off following undergraduate studies can be a little daunting, but going to graduate school later in life does have a lot of benefits. Taking time off between degrees allows you to reflect on your undergraduate experience and determine how you can improve your study habits. You're probably less likely to hit the party circuit the night before a lecture, and more likely to remember where your last \$20 went. Let's face it, the term "mature student" means just that. There is a lot to be said for life experience. Waiting to go to graduate school might also help you

decide what direction your studies will take. Mature students have had some time to explore careers and find out what fits for them.

The difficulties of heading back to school after an extended break depend on how long you are out of the game, and what you plan on doing in the intermission. For some it could mean dealing with the pressures of taking care of children and/or aging parents in addition to your studies. If you establish yourself in a career and want or need to continue working during school, any free time is going to decrease considerably. Financial responsibilities may change as well. Paying for your education in addition to a mortgage, car or the kids' extracurricular activities could involve some serious financial planning.



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The job outlook for graduates of 2008 appears promising as employers prepare to seek out the best and the brightest....

Excerpted from the [Black Collegian Magazine](#)--Each year, THE BLACK COLLEGIAN conducts a survey of major employers to determine the most active recruiters of college graduates. This survey results in our Top 100 Employers List, which is published in this, the Second Semester Super issue.

Employers were asked about the number of projected hires from on-campus recruiting and the number of campuses they are recruiting on. They were also asked to list the majors they are seeking.

According to Dr. Philip Gardner's [Job Outlook survey](#) included in this issue, large employers with more than 4,000 employees are aggressively pursuing college graduates this year - with 40,000 jobs up for grabs. In addition, employers are prepared to pay more, with 53 percent planning to raise salary offers by an average of 4.2 percent. Much of the growth in opportunities is due to baby-boomer turnover.

If you've completed internships, that investment just may pay off, as the largest expansion in hiring is expected to come from employers using applicants from their internship and co-op talent pools.

Rank	Employer	Total Hires	Campuses
11	U.S. Department of State	2,300	58
12	Gwinnett County Public Schools - Metro Atlanta	2,200	27
13	The Los Angeles Unified School District	2,000	130
14	Teachers Support Network	2,000	65
15	General Electric	1,600	40
16	City Year, Inc.	1,500	150
17	Northrop Grumman	1,500	100
18	Kroger	1,400	200
19	State Farm Insurance Company	1,392	255
20	Accenture	1,270	100

Some of the majors most in demand this year are civil engineering, environmental sciences, nursing, accounting, electrical engineering, marketing, business administration, finance, mechanical engineering, computer science, agricultural business, and mathematics.

You should visit your career services office to determine if the employers listed in our survey are recruiting on your campus, and meet with a career counselor to plan a strategy for getting an interview with the employers of your choice. THE BLACK COLLEGIAN wishes you much success in your job search!

The above list was excerpted from [The Black Collegian Magazine](#). In the next issue we will publish another excerpt containing the next 20 top employers.

You're a Graduate and No Job - Now What?

(Cont'd from page 7)

"Don't rely on general search engines to find job leads. Instead, use them to identify potential employers," said Michael Gaskins, Associate Director of Career services and Internships at the University of Massachusetts, Boston. "Companies are being more cost-effective by investing those recruiting dollars in mid- to senior-level positions, and using their own web sites to attract entry-level candidates."

Another passive online strategy that could go by the wayside is simply posting your resume online and then expecting employers to contact you with offers of your dream job.

"This passive approach will likely result in your receiving hordes of sales opportunities since a number of third-party recruiters

access these databases to send blanket e-mails.

If you are going to

post your resume, tailor it to the type of position you want," Gaskins added. If you have done your homework, you will know the key words that will get you noticed. Career center staff can also help you find and apply for the 'right' jobs. Sure, it might be tempting to just apply, apply, apply because mathematically, the more jobs for which you apply, the greater the probability that you will get one. But realistically, the quality of the job (with respect to your suitability for it) will outweigh the quantity every time. Find the 'right' job by knowing the market for the type of work you want to do.

"Job seekers should explore all industries and make sure they understand the difference between a major and a career. For example, not all psychology majors work in healthcare,"

advised Marcia Robinson, director of the Center for Career & Professional Development at Cheyney University.

In the career center you can find valuable publications like the [Human Services Referral Directory](#), which in this instance could help you locate employers who offer opportunities to work with certain populations such as immigrants or children with disabilities. It would be far more effective to target these specific employers for research, informational interviews and job leads.

Finally, as appealing as it might seem to consider having someone else "do the work," using headhunters might not be.

"They often target experienced or MBA-level professionals and not entry-level ones," said Gaskins.

Robinson supports the use of employment agencies and staffing firms. "If there is a company in which you are particularly interested, you could call them up to ask which recruiting firms they work with," she said. And, industry-specific temp agencies may be a good way to gain experience, get behind the scenes without long-term commitment and possibly gain full-time employment.

If you use any of these services, seek to fully understand the arrangement with regard to who is responsible for fees, what services will be provided and how the relationship will end.

Cultivate your networks

Effective networking is achieved through cultivating relationships, so it may be too late to rely on making 'cold' contacts to help you get a job quickly after graduation. Your best chance for successful networking is to reach out to those with whom you already have a personal, professional or academic connection. "Tell friends and family exactly what you are looking for. Uncle Joe might not be able to hire you, but he might refer you for an informational interview with someone who trusts his judgment," Gaskins said. "And, if you give them bi-weekly or monthly updates, they will have you on their radar for future

leads." If you've been an active member of professional or business associations, on-campus organizations,

or social groups, don't let those connections fade away. Instead, keep attending networking activities, luncheons and workshops. These events will continue to be wonderful opportunities to gain insight on careers, get job leads, gain informational interviews, and even showcase your talents if you volunteer to serve on projects. Former co-workers and managers from internships, co-ops and part-time jobs also may pay great dividends in networking efforts. Finally, some of the best networking can occur in the college career center if you have established and nurtured relationships with the staff, especially if they know you by name.

"We talk to hiring managers every day. They call us and we call them. You might show up just as I got off the phone with a hiring

manager who has a hot lead and is trying to get people in the door now. If you don't visit often, you might miss

out on the benefits of these conversations," Gaskins explained. Regardless of how you obtain networking contacts, make the most of them by following four basic networking rules:

Rule #1: Always be prepared to give a 30-second elevator speech. Introduce yourself by succinctly describing who you are, what you want and what you have to offer.

Rule #2: Show interest in the person to whom you are speaking. Rather than end your introductions with a statement, ask a question to show you're interested in the other person. If he is in a related career field, you could ask: What did you do to get a job in this field? Then, instead of asking if he knows of or has any job openings, ask: "Do you know anyone in this career field who might be willing to have an informational interview with me?"

Rule #3: Be aware that networking is a two-way street. Listen to what others are saying to you and help them make connections just as you want to be helped.

(cont'd on next page)

"..the best networking can occur in the college career center..."

"Career center staff can also help you find and apply for the 'right' jobs."

You're a Graduate and No Job-Now What?

(cont'd from page 10)

Rule #4: Follow up with conversations that go particularly well. Consider sending a brief e-mail or making a follow-up call shortly after the event whether or not the person provided you with a contact or job lead. In fact, good follow-up habits should be employed at any point in the job search process where you make direct contact with someone else. Many hiring managers can tell you of at least one candidate who they hired because he was the one who followed up. It goes without saying that you should be receptive and responsive to follow-up efforts that come your way also.

The bottom line: If you don't have a job by the time you graduate, stay calm, stay focused, and stay connected to career services staff.

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Job-Hunting Skills For ESL Students

(cont'd from page 5)

Setting out on the job hunt with a stellar resume, cover letter and interview demeanor should help students shake their insecurities.

Employers value language skills. It's important to realize that your diverse language and cultural experiences offer significant advantages, so highlight them.

"Private-sector finance and businesses come to mind first," says Dadressan, when discussing what sort of fields especially value non-native English speakers.

"Any organization working with international issues, or marketing... appreciates people who speak more than one language."

Non-native speakers on the job hunt shouldn't be overwhelmed by worries that their native language will hold them back.

Jenny knows two non-native English speakers who have landed great jobs - one doing marketing for Macy's, another working for a finance company in New York.

"He's Russian," she adds, "so they're sending him to Russia to do some research."

For success, drop your doubts and focus on the advantages your unique background offers. This will not go unnoticed by employers.

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Class of '08 ^{TOP} Employers
Virtual Career Fair

THE BLACK COLLEGIAN Pre-Graduation Virtual Career Fair, Extended Until May 10

THE BLACK COLLEGIAN Magazine is pleased to announce its free **Pre-Graduation Virtual Career Fair**, now extended through May 10. Hosted on THE BLACK COLLEGIAN Online at <http://www.black-collegian.com> and co-presented by IMDiversity.com, the Pre-Graduation Virtual Career Fair showcases direct employers who specified this month that they are still seeking graduates from the Class of 2008, as well as other entry-level candidates and current students for intern and co-op opportunities. The Fair page is being continually updated with new employers on an ongoing basis right up until graduation.

The Fair is being co-promoted along with IMDiversity.com's popular annual "Summer Gigs" section, updated with new readings for 2008, plus pre-programmed searches of additional featured entry-level, temporary, internship, and post-graduate fellowship opportunities from the IMDiversity.com Career Center and job bank.

<http://imdiversity.com/summer.asp>.

Student and entry-level jobseekers who have not found employment during this campus recruiting season are welcomed to visit these features, as well as to make use of their free "MY JOB TOOLS" Accounts, with customizable job search, resume management, auto-job alert, salary calculator tools, and more.