



CONVERSATION STARTERS

FIRST YEAR STUDENTS ~ CONNECT & EVALUATE

We're going to encourage them to....

Understand your skills, values, and interests, and how these relate to your career decisions

Questions you can ask...

- What do you consider your biggest accomplishment?
- How would you describe the ideal job for you?
- What are you good at doing?
- What did you like best/least about your past jobs or volunteer experiences?
- Have you talked with your academic advisor and an advisor in Career Services about choosing a major/career?
- Which majors are you considering? Why?
- How do you want others to see you?

SECOND YEAR STUDENTS ~ IDENTIFY & EXPLORE

We're going to encourage them to....

Identify career opportunities, including internships and experiential programs and participate

Questions you can ask...

- Let's think about people we know in the fields that interest you (such as neighbors or relatives) so you can talk with them.
- What are some of the advantages of career choices you have considered? Disadvantages?
- Have you considered leadership positions on campus?
- Let's think about volunteer opportunities.
- Would you be interested in study abroad?

THIRD YEAR STUDENTS ~ REFINE & EXPERIENCE

We're going to encourage them to....

Develop & implement the strategies necessary to conduct an effective internship or job search

Questions you can ask...

- Do you have a resume?
- Which summer jobs or internships do you think might be available to someone with your interests or major?
- Have you checked with Career Services about how to obtain internships?
- In what campus organizations are you participating? Are you taking a leadership role?
- Which of your faculty and administrators do you think might be able to serve as references for full-time jobs or graduate school? How will you develop a relationship with them?
- Where have students in your major interned?

FOURTH YEAR STUDENTS ~ EXECUTE & TRANSITION

We're going to encourage them to....

Successfully execute your job search and transition from student to professional

Questions you can ask...

- Have you worked on a detailed job search plan?
- What are your immediate plans following graduation?
- Do you have proper interviewing attire?
- What preparation do you think you will need to do your best on graduate admissions tests?
- Follow up with your network for recommendations, endorsements, etc.

FAQs – Frequently Asked Questions

When should my son or daughter start visiting the Career Services?

Career Services welcomes students from their first days on campus. However, we suggest that students take time to get acclimated to college life and then visit Career Services.

What is Career Development?

Career Development is a process that includes identifying interests, skills and values (Self-Assessment); exploring the world of careers; generating career options; deciding on a “career fit;” and implementing a career plan. Career Services assists students with all of these steps, including choosing a major, finding internship opportunities, writing a resume, preparing for interviews, researching employers, attending job fairs and much more! Our **Johnny’s Journey to Career Success** provides a roadmap of sorts to help students along the path.

How important are extra and/or co-curricular activities?

Many employers rate leadership activities as important on a list of qualities they are looking for in candidates. However, it is more valuable for a student to be involved in a few meaningful leadership roles than to be in a “laundry list” of memberships in many campus organizations.

Is a summer internship like a summer job and how important is it?

Employers may use the terms summer job and internship interchangeably, however, summer jobs and internships do vary in some ways. Typically, summer jobs include positions such as camp counselors, wait staff, administrative help and retail sales. Internships are designed specifically for college students and offer an experience that is more closely aligned to a student’s academic program. Summer jobs and internships, as well as shadowing hours or particular types of volunteer work, are means by which students gather work experience and evaluate if the experience is something they want to pursue long term.

When is the best time to look for a summer internship or job?

Students are encouraged to begin their search for internships early. Some highly selective internships have deadlines as early as November 1. Career Services will work with students to help them strategize for a search throughout the academic year and during the summer.

Do you have resources for locating internships?

Career Services lists internships through [Handshake](#), an online management system allowing students to access a database of internships, part-time and full-time jobs. In addition, faculty serve as a valuable resource to locate, prepare for, apply to and evaluate an internship experience.

What are skills/competencies do employers seek in candidates?

As defined by the National Association of Colleges and Employers (NACE), career readiness is the attainment and demonstration of competencies that broadly prepare college graduates for a successful transition into the workplace. The competencies identified by NACE are Critical Thinking/Problem Solving, Oral/Written Communications Skills, Teamwork/Collaboration, Digital Technology, Leadership, Professionalism/Work Ethic, Career Management, and Global/Intercultural Fluency.

What should my student major in to get a high paying job easily after graduation?

While at first glance the anticipation of a high salary may appear desirable, it is important for students to focus on developing skills that complement their talents and vocational interests. Many of the careers and positions our students will obtain do not yet exist in our ever evolving workplace, therefore we encourage students to develop competencies that can be used in a wide range of positions.

My son/daughter keeps changing his/her major – is this normal?

This exploration time and process is very normal and positive (though at times stress producing for students AND parents). Your student will be looking at all of their options and making more informed decisions as they become more aware of themselves and the world around them. During the first year, it is actually quite healthy to remain undecided while exploring options.