

The Concordia College Career Center:

Partnering with Faculty to Serve Students

Some have suggested the analogy that the path students take to their professional career is like a camping trip. Our faculty does an outstanding job of "filling the students' backpacks" with the knowledge and practical skills they need to thrive once they reach their destination. At the Career Center, we provide additional maps and compasses, and serve as guides for students conducting their career exploration and job search.

We want to provide you information to better equip you in your important role. Following are some of the services we offer:

The Career Center helps your students find the right fit—their vocation.

We help students determine the right career for their interests, career goals, skills, values, and personality. Our resource room has a host of materials and printed series that offer internship options or career path suggestions for specific majors. Assessment, printed and web resources, career counseling, and experiential education are also critical keys when investigating what a student is passionate about pursuing. The Career Center provides students with opportunities to hone their interests, career goals and skills. During their last two years at Concordia, students work with us to develop essential job-search skills. We are student's top resource for job outlook, salary, and employment trend information.

Students receive assistance in identifying quality experiential education opportunities.

Career related work is an integral part of your students' overall educational experience. Just ask any employer. Time and time again employers rank related work experience as the most important factor when determine who is invited to interview. The Job Shop posts part-time and seasonal openings that are wonderful resume building experiences. Through our network of employers, our nationally recognized Cooperative Education program can help your students identify internship and cooperative education opportunities that will best serve them in their academic and professional pursuits.

We'll bring the information to your class.

We specialize in making presentations to classes and to student organizations about a host of career-related topics, such as resume writing, job-search strategies, and interviewing skills. In addition, we can arrange presentations by professionals (many of them alumni), who can relate their experiences and how their major has helped them in their careers. We also can help out in a pinch: If you need to or are considering canceling a class, just contact us and we can schedule a presentation instead.

Employers want to meet you and share their expertise with you and your students.

At the Career Center, we work directly with employers. They often ask for the contact information of faculty members who could help them to target students in a particular major or discipline. Ideally, employers would like to develop mutually beneficial relationships with faculty, and can provide many forms of support. We can facilitate that connection. We also have resources to help faculty understand their ethical responsibilities toward students engaged in a job search.

We help students master the job search process.

There is no better way to prepare for the job interview than by experiencing an "actual" interview. The Career Center staff or recruiter volunteers will conduct videotaped mock interviews with students, and provide a constructive critique of their performance and effective interview strategies. In addition, we

are well prepared to assist with resume writing, developing a tactical job search plan, and facilitate meetings with a network of industry professionals.

Career fairs provide exposure to many future options.

Hundreds of employers participate in career fairs which provide excellent opportunities for your students to meet representatives from the companies in their industries of choice and establish a network of contacts. We will help students research employers beforehand and provide tips so they are prepared to effectively engage recruiters. For 2007-2008, many events are already scheduled and posted at our website, www.concordiacareercenter.com.

Graduate and Professional School research.

With roughly 20% of Concordia students entering graduate school immediately after graduation, it is imperative that we collaborate to provide excellent assistance to them in the identification, application and preparation process.

We look forward to working with you.

These are just some of the services we offer. Please call the Career Center to determine how, together; we can help students achieve success at Concordia College and in the future.

Career Center
Academy 101 and 110
299-3020 and 299-3492
www.ConcordiaCareerCenter.com