



## Career Services Newsletter

### Happy Holidays!

#### Notes from the Director

Happy Holidays from Career Services! Our staff wishes you a joyful and relaxed time away from your class schedules and multiple deadlines. However, be ready to take action in Spring 2010. Career Services will be hosting an Etiquette Dinner and Networking Event to help you polish your 'soft skills'. There will be two Job Fairs in the Spring – one focused on positions in education and another focused on positions in all other areas of employment. Now is the time to make sure you are at the 'top of your game'. Stop by our office and let us assist you in this process.

#### STILL CLUELESS ABOUT YOUR MAJOR?

Save time and money by enrolling in Career Choices & Competencies, COAS S200, and let us help you use your interests, personality, values and skills to guide you to major and career possibilities. We'll then help you find people to interview in these careers to gain "real world" knowledge of the world of work and obtain competencies such as resume writing, interviewing and business etiquette.

#### Spring 2010 Course Schedule

MW 11:00 - 12:15pm  
MW 1:15 - 2:30pm  
M 6:00 - 8:30pm

If the career class will not fit into your schedule, then you may want to take a career assessment. The STRONG INTEREST INVENTORY is often referred to as a "test" to help students match their interests to careers and majors. Call our career counselor to take this assessment online for \$15, then, schedule an appointment to discuss your results. Call for details and to schedule your first appointment – 812-941-2275.

#### SOME RECENTLY POSTED POSITIONS...

#15646 Part-time Teller  
#15630 Medical Assistant  
#15639 Bookkeeper  
#15616 Legal Assistant  
#15642 DEGREE REQUIRED: Area Manager  
#15632 DEGREE REQUIRED: Pharmacist  
#15643 INTERN: Interpretive Naturalist  
#15620 INTERN: PR/Marketing

For more information or if you know want to forward job opportunities, contact Kelly Lorch, [kjlorch@ius.edu](mailto:kjlorch@ius.edu) or (812) 941-2389

### INTERNSHIP CORNER

I'm sure you all have your reasons why not to do an internship, but here's a reason to intern. Results from the National Association of Colleges and Employers 2009 Student Survey showed that graduates who had internship experience were more successful in the job market than those who did not. Although the job market is down, contributing to the fact that only 19.7 percent of the class of 2009 who had applied for positions had one by the end of April- graduates who had participated in internships were much more successful. Twenty-three percent of those who had internship experience had received a job versus only 14 percent for those who had not participated in one. So, don't rule out the idea of an internship until you've fully researched your options. Call today and set up an internship information session to find out how you can get started!

Here's a Look at the Fall 2009 Internship Statistics

- We had 38 students placed in fall internships, over half of which were paid
- Hourly rate: \$7.25/hr- \$19.23/hr
- We currently have 85 internship positions available for the spring semester!

### UPCOMING EVENTS

Journalism Job Fair – Saturday, January 30, 2010, 9:00 am – 5:00 pm at Ball State University, Muncie, IN

Etiquette Dinner – Thursday, February 18, 2010, 5:30-7:30 pm - Learn business etiquette skills for dining and interviewing. The cost is \$10 and seating is limited. For more info or to RSVP call 812-941-2275.

Café Resume – Wednesday & Thursday, February 24 & 25, 2010

Networking Event for Employer Connections – Friday, March 5, 2010, 8:00 am – 1:30 pm

Education Job Fair – Thursday, March 11, 2010, 4:00 – 6:00 pm, Hoosier Room

Business & Industry Job Fair – Thursday, April 1, 2010, 6:00 – 8:00 pm, Hoosier Room

Check out the Career Services website for more information regarding these events or to keep up-to-date on news and upcoming events at [www.ius.edu/CareerServices](http://www.ius.edu/CareerServices)