

Career Designs

Volunteer Fair

Interested in volunteering after graduation?

Nov. 4

**11 a.m. – 3 p.m.
Gorecki 204, CSB**

Career Resource Center, CSB

#363-5557

Academic Service Bldg.

Hours:

Mon.-Thurs. 8:30 a.m.-5:00 p.m.

Friday 8:30 a.m.-4:30 p.m.

Resource Center, SJU

#363-3383,

Mary Hall 25

Hours:

Mon.-Thurs. 8:00 a.m.-4:30 p.m.

Friday 8:00 a.m.-4:30 p.m.

Inside this Issue:

Alum Spotlight...2

Intern Spotlight...3

Volunteering after Grad...4

InterviewStream.... 5

Informational Interviewing...6

Meet the CA's...7

Upcoming Events...8



Career Expo

November 11, Gorecki 204

Take advantage of this great opportunity to learn about career fields, internships, jobs and making contacts with alumni in a casual setting.

Career Seminars

(10 a.m. – 5:30 p.m.)

Topics include:

- Careers in the Arts
- Careers in Science
- Communication-Related Careers
- The Hiring Process – Standing Out
- Green Work
- Careers in Govt. & Public Service
- Entrepreneurship
- Professional Sales
- Consulting Careers
- Liberal Arts Education & the Corporate World
- Job/Internship Search Strategies for International Students
- MBA Forum
- Job/Internship Fair Prep
- Where the Jobs Are
- Financial Literacy
- Careers in Non-Profit Management
- Careers at Medical Orgs for Non-Science Types

Employer Exhibitors

(2:30 – 5:30 p.m.)

Alumni from 30+ organizations will talk with you about their jobs/career fields and employers. Come and go as you please throughout the afternoon.

Industries represented:

- Environmental
- Social Science
- Non-Profits
- Financial/Banking
- Technology
- Retail
- Health Care
- Accounting
- Consulting
- AND MORE!

Networking Reception

(6:30 – 8:00 p.m.)

Alumni will be here to mix and mingle with you! Take this opportunity to connect with CSB/SJU alums (fun, friendly people) and learn even more about how you can get closer to the career you want (kind of a scary topic but the alums will be here to help you figure it out!). Who knows, you may learn about an industry or job that is interesting to you!

Go to www.csbsju.edu/career to check out the day's events!





Alum Spotlight: Chris Boyd

Compiled by Joe Running

Chris is the CEO of Sharp Chula Vista Medical Center (Chula Vista, CA). He is a 1977 graduate with a sociology major.

Please give a brief description of your current position and what your work entails.

As the Chief Executive Officer of a Hospital, I report to the Board of Directors. Essentially the buck stops with me. So I'm responsible for it all. I have operational responsibility for all quality, finance, and human resource services. I am also responsible for our customer satisfaction – which includes our patients, physicians and employees. I am also responsible for how my organization is perceived within the communities that we serve.

I work closely with the medical staff that provides services to their patients at the hospital. I don't know everything in regards to the details of what goes on in each of my areas of responsibility, but through my training and experience I know enough to read the reports and ask the right questions. I achieve success through the careful selection of my managers. I make sure that I hire the right people, and then I get out of their way and let them do their job.

How did you become interested in working for Sharp Chula Vista Medical? What other experiences led up to it?

Following graduation in 1977, I enrolled in the Peace Corps and served in the medical field in rural Liberia, West Africa. I decided on healthcare management when I returned to the states. I subsequently enrolled in the Master's program at Tulane University. I did my residency in New Orleans and my career path has taken me across the country; I've run hospitals in the Seattle area, Chicago, Oregon, Riverside County and, for the last 9 years, Sharp Chula Vista Medical Center. Over my 25 year career, I've moved because I've pursued either challenging job opportunities or optimal places to raise my family. In Chula Vista, we've found both.

What skills are important for a person in your field?

While reading financial reports are always important (and I'm continually amazed at how few of my colleagues can read and understand a profit/loss report), the skills that I use more often at this stage of my career are effective communication skills.

Being able to type/write effectively is essential in this day of electronics. I joke that the most valuable class I ever took was typing on the old typewriters (pre personal computers) back in my junior year in high school. At the same time, developing the ability to communicate clearly and effectively in front of a crowd is also extremely important. Both my writing and speaking skills were developed over time. Writing was much easier for me than public speaking. Today however, I'm very comfortable in front of a crowd and have talked to audiences around the county on issues related to hospital administration.

What activities/resources did you utilize at CSB/SJU to prepare yourself for this career?

I was active in the Sociology Department as the class representative during my senior year. I played football for all four years (national champions in '76) and rugby for my last two years. I played intramural sports and was active within the student Catholic community as well. I traveled to Israel to work on an archeology dig with Dr. Alberic Culhane and spent a winter semester volunteering at a Catholic mission in Appalachia. I also spent two summers on campus leading the sports and activity camps.

The well rounded education provided a great background for more specific studies in grad school and beyond. The discipline and habits required to do well at St. John's have stayed with me.

The life lessons learned from St. John's football probably are the ones that have been most influential for me. I have many of them ingrained in my management style. And I still call John Gagliardi periodically to seek his advice, council and friendship.

My college experience at St. John's has given me a sense of community, purpose, worthwhile work and making a difference. More specifically, for this job you need determination, flexibility, a thick skin, common sense and a good sense of humor.

What advice do you have for students that are interested in your career? How can they learn more?

Enjoy your time at St. John's. Do it all – don't ever find yourself in a position where you look back and think: "I wish I would have....." And after graduation, you need to remember the words of Eunice Kennedy Shriver who told us that "much is expected from those to whom much has been given". Give back to your communities – that is what it's all about!

Intern Spotlight: Iphigenie M. Nshutinyayo

Compiled by Stephanie Wegmann



Iphigenie interned last summer at the Green Belt Movement in Washington, DC.

How did you find out about the internship and what was the application process like?

I found out about the internship at the Green Belt Movement last year when Prof. Wangari Maathai (founder of the Green Belt Movement and Nobel Peace Prize Laureate 2004) visited the campus. After one of her sessions, I asked Wanjira Mathai, Executive Director, Green Belt Movement International, whether they had internship opportunities at the organization. She said that they did, gave me her business card and told me to visit their website for more information.

The application process was not very difficult. The internship positions were posted on the website, and I applied for one: event planner and tour outreach. An updated resume and a writing sample were required as part of the application process. The CSB/SJU Internship office was very helpful with filling out forms and meeting deadlines.

What were some of the highlights?

It was very inspiring to work in the Nature Conservancy Building last summer. We used 100% recycled office supplies, there was compost in the kitchen, there was a local flower garden in the back of the building, etc. It felt great to be part of everyday sustainability. Staying in Washington D.C. was also greatly pleasing. I had the opportunity to attend the confirmation hearing for former CSB and SJU professor of theology and now Ambassador to the Holy See, Miguel Diaz. I also learned a lot about this great nation of the United States through visits to different museums and historic sites, as well as conversations with interesting people.

What was a 'typical day' like? What were some of your major responsibilities?

I was involved in planning fundraising events. I found organizations that provide non-profit programs and worked with them to raise money for the Green Belt Movement. I was also responsible for the advertisement of the events. The funds raised were used to complete our projects that were going on in Kenya. I updated our website by posting articles about the Green Belt Movement and its founder, Professor Wangari Maathai. I also helped with administrative work in the office such as

designing brochures, composing formal letters, making phone calls, etc.

What were some of the challenges of your internship?

There were no major challenges in my internship. Whenever I had a technical problem, forgot a password, etc. I asked my supervisors for help, and they were always helpful.

What did you learn?

I learned a lot about how non-profit organizations function and the kind of person I need to be to work for one. I learned that one must be very determined and patient to go into this career because funding is not always a guarantee, and this can be disturbing. I learned that it would be great to work for a non-profit organization provided one is passionate about its mission. At the Green Belt Movement, people are excited to go to work every morning. It taught me that it is important to do what you love and love what you do in order to succeed.

What advice would you give other students interested in internships?

My advice to other students who are interested in internships is to be thorough with your applications and plan ahead. Meeting deadlines tells a lot about you to the employers. Once at the internship site, perform as you would while working for your own company and show willingness to learn. These two things will let your employers share more with you and your understanding of a particular career will more than double, which will be extremely helpful in the future as you make decisions to go into some careers and not others.



Volunteering after Graduation...An Option to Serve

By Becky Sinner

For many of us at CSB/SJU, volunteering is a part of our college experience. From service trips to various programs offered by VISTO, there truly is something for everyone when it comes to volunteer opportunities. But what about taking volunteering beyond the service trips and weekly commitments? Have you ever thought about volunteering full-time after graduation? You're not alone. In fact, typically 6-9% of CSB/SJU graduates provide service for a one to two year commitment after college.

Volunteering has the potential to give you a whole new outlook on life while allowing you to further explore the next steps you want to take. However, there are many things to consider. For starters:

- Why do you want to volunteer?
- How to work it out financially?
- What kinds of positions are you interested in and what kinds are available?

To help answer these questions and any others you may have, stop in the Career Resource Centers or visit our website at <http://www.csbsju.edu/career/students/postgrad/volunteer.htm>.

Volunteer After Graduation Fair:
Wednesday, November 4
11 a.m. - 3 p.m.,
Gorecki 204, CSB

Meghan Walch, '08, volunteered for a year through Amate House at a nonprofit called "Programa CIELO" - a community health and wellness outreach program in the Mexican-American Little Village neighborhood of Chicago, IL.

Please give a brief description of your volunteer position.

I worked as a Community Resource Educator and spent the majority of my

time in area elementary schools teaching nutrition classes to students in K-6 grades. Programa CIELO also offered a variety of health screenings at no cost to the patient. When I wasn't at a school teaching, I spent my time in the office seeing clients who came for any number of screenings such as blood sugar, cholesterol, and/or pregnancy testing. Community health fairs are common in that area too, so we would also go to these to offer one or two health screenings. Finally, I would also help clients apply for Illinois Medicaid programs.

How did you decide to volunteer after graduation & what resources did you use?

I decided to volunteer because the program/work site, Amate House and Programa CIELO, best fit the things that I considered to be important and meaningful to my life. Before deciding to volunteer with Amate House, I in fact applied to both paying jobs and other volunteer programs. At that time, I wasn't even sure that I wanted to volunteer.

To help me decide, I used some very helpful resources. I attended a volunteer fair on campus and talked with program coordinators and current volunteers from different programs, even some CSB/SJU alumni! With a lot of help from the career assistants at Career Services, I had at least four resumes tailored to fit any possible scenario to which I might commit. In looking for volunteer programs, I also looked at the Catholic Network Volunteer Service (CNVS) directory and talked to people who I knew who had gone on Alternative Spring Break trips that appealed to me.

What are some things to consider when thinking about volunteering?

I'd suggest considering the basics: who,



what, why, where, etc. They're basic, but they're very important! Consider *why* you want to volunteer. What you intend to put into your volunteer service and what would you like to get out of such an experience (probably not money). Consider *where* you want to volunteer. Nationally, internationally, etc. Consider *who* you want to volunteer with. Do you want to volunteer working with other volunteers or would you rather volunteer more on your own? (This might also influence your living situation.) Consider *what* volunteer service you what to do.

What did your volunteer experience entail on a typical day?

I lived in the neighborhood where I worked which to me made my work ever more meaningful. I'd spend about an hour at the office, check my e-mail, prepare materials for the classes we were to teach that day and maybe see a client or two. Then, depending on the schedule, a co-worker and I would go to a school(s) to teach our nutrition classes. Class time was spent learning about nutrition by talking, playing games, watching video clips, and creating food advertisements. A lot of student interaction!

My day as a volunteer didn't end there. As an Amate House volunteer, I lived in an intentional community, which meant that I ate dinner Monday - Thursday with my community, my housemates, among doing many other intentional things. There were eight of us total in our house, so in pairs we took turns preparing dinner for one another. If it was my evening to cook, I'd make the short journey back across the street to start the meal. If not, I had an hour or two to do whatever before dinner was served.

Volunteering

-Continued from page 4-

The Power of InterviewStream: Make Your Next Interview Count!

By Patrick Sitzer

What is the most challenging part of volunteering? What is the most rewarding part of the experience?

Personally, the most challenging thing about my volunteer experience wasn't any part of my work, it was living in community. Yet, at the same time it was the most rewarding part of my experience. I lived with seven other women throughout the U.S., who moved to Little Village in Chicago to volunteer. We were raised differently, attended different schools, and studied different things. We had different backgrounds and were expected to live together harmoniously for ten months. This presented many challenges, but, I made some wonderful friendships and learned more about relationships than ever before.

Would you recommend students consider volunteering after graduation and what advice would you give?

Yes! Each volunteer experience is unique and, to be fair, I can only speak from my own. However, my life has changed because of my year of service. To those interested, take time now to research the countless opportunities that exist. It's said, and read, time and time again, but I'll say it once more, "Go to Career Services!" They won't do it for you, but they will help a lot. Create a resume. Go to a volunteer fair. Look online. Visit places. Talk with anyone you can who has volunteer experience to find a program that fits YOU!

What are your current career goals?

My current career goals include studying to become a Registered Nurse. I graduated with majors in biology and Spanish, aware that one day I wanted to work in the health care field. I decided nursing my senior year. Even though I made this decision late in college, it gave me the opportunity to volunteer and gain experience in an area I'm now pursuing for a career goal.

A successful interview is a key part of landing a career opportunity, being accepted into graduate school, or being selected to volunteer after graduation. Interviewers and employers want a chance to see the person and character behind the resume, not just the education, experiences, and qualifications on paper. So, how do you make sure you're successful with your interview? Practice, practice, practice! Career Services has made it easy for you to practice interviewing...right from your dorm room.

What is it?



InterviewStream is an easy-to-use online resource designed to help you prepare for an interview with sample questions, quick tips, and the capability to record video of you answering questions. This valuable resource can be accessed from any computer with internet access and the video interviews can be done from any Mac or PC with a webcam. Don't have a webcam? No problem! Stop by either Career Resource Center and use one of their computers with a webcam.

Why use it?

One of the greatest features of InterviewStream is the ability to choose from folders of over 1,500 questions that you might experience in a real life interview. These questions range from more general, like "Tell me about yourself" or "What are your strengths and weaknesses"; to more industry specific, like "What is the spot exchange rate" or "What version of RDBMS were you working with most recently" (Hint: that's a software development question). Questions are categorized in topic areas such as: internship, medical school, law school, teaching, software development, civil engineering, and many more. You can answer all questions in one category, or choose questions from a variety of categories to create a unique and individualized practice interview.

Keep in mind that practicing for interviews isn't just necessary for those applying for a job. More law schools, medical schools, dental schools, and volunteer organizations are requiring an interview before you can be accepted. Now, more than ever, interviewers are putting an emphasis on your ability to communicate, interact with other individuals, and how well you will fit into the culture of the company, organization, or school.

How can I use it?

If you have a computer with internet access and a webcam, simply click on the link in the lower right-hand corner of the Career Services homepage (www.csbsju.edu/career) and create an account. If you do not have a computer with internet access and a webcam, stop in to the Career Resource Centers on either campus and a Career Assistant will help you get started.

Taking the time to practice and develop interview skills will give you a leg up on the competition and make you a more viable candidate for any opportunity. It's time to make your next interview count!



Informational Interviewing? What is it?

By Justin Rose

What is an Informational Interview?

College (for most of us) only lasts four short years. What are we to do once we are forced to leave this magical place? Making any decision about what to do in the next stage of life requires research and accurate information. One way for you to obtain helpful information about possible careers is to talk to people who are currently working in your field of interest. Asking these people questions about their job and career path is a great way to learn about possible careers. Also, conducting an informational interview is a great way to meet people and expand your network of contacts.

Steps to a Successful Informational Interview

Research possible career opportunities

Think about what you are interested in and do some research! The CSB and SJU Career Resource Centers have vast amounts of online and print resources with information on various careers and industries.

Identify people to interview

- Should you really start with people close to you? Yes! The people around you every day, like friends or family, may lead you to people working in an industry of interest to you. By knowing someone, who knows someone else, it will be easier to break the ice and begin a conversation!
- Begin your **CA**reer **NE**tworking by consulting **CANE**. CANE is a database which can be accessed at both Career Resource Centers. It contains the names of thousands of CSB|SJU alumni that have provided their contact and occupational information.

- Touch base with professors and career counselors. They have many connections and may be able to recommend names of contacts.

Initiate Contact

- Be friendly, be enthusiastic, and remember that **they** are helping you!
- Tell him/her how you got their name and the purpose for your call or email.
- If you are calling them, make sure to speak clearly and maintain confidence and warmth. If you are emailing, make sure that your message is professional and you use proper spelling, grammar, etc.
- When setting up the interview, make sure you are specific about what information you would like to find out.
- Arrange appointments at their convenience, possibly on site at their work.
- Always thank them in advance of the interview for taking the time to meet with you.

The day of the interview

- Dress appropriately. Firm handshake...and smile!
- Convey confidence and enthusiasm! If they can tell you care and are genuinely appreciative of their time, the connection will be much better and you will get more out of the interview.

Consult the Career Services' website for sample questions to ask or to watch an online workshop (http://www.csbsju.edu/career/students/tools/info_interviews.htm).

Student feedback on Informational Interviewing

"Informational interviewing has helped me feel more comfortable meeting new people in a business setting. I have been able to learn specifics about the industries I am interested in. This is so helpful because I get the chance to learn from the mistakes of others, without having to experience them myself. I have received such great advice from the people I interviewed with. They each have recommendations as well as warnings. Informational interviewing is a great way to network too. I have met some incredible people, who have in turn introduced me to other contacts who could help me in the future."

-Kira Garrett CSB junior

"When I knew I would be applying to a position with a company in the Twin Cities, I contacted their branch in Sartell to conduct an informational interview and find out more about the company, culture, and position. When I actually interviewed for the position, the interviewers mentioned that they knew I had met with someone in Sartell and were impressed with the research I conducted and the initiative I took to find out as much as I could. I would highly recommend students utilize informational interviewing to give themselves a competitive edge in interviewing and networking. Not only are you able to determine if a company or position is the right fit for you, but that company is also getting a great first impression of you as a possible future candidate."

-Dave Bernardy SJU senior

Meet the Career Assistants

Nick Blanco

Year: Senior

Major: Economics

Minor: Philosophy



What is your dream vacation?

My dream vacation would consist of renting a yacht painted like the LINK and slowly cruising to premier fishing destinations around the world. On the yacht would be all of my friends, an unlimited Subway buffet, a pizza oven like the one in Gorecki, and unlimited Guinness.

How have the Career Resource Centers helped you personally?

My sophomore year, before working at the Resource Center, I came in and asked how I should go about finding a summer job in Alaska. They gave me such good direction that I hooked up with an alumnus who owned a sport fishing lodge. After sending him a resume and cover letter (that I wrote with the help of Career Assistants and Career Counselors), he offered me a job taking people fishing for halibut and salmon in south-east Alaska.

Hannah Mortenson

Year: Sophomore

Major: Communication

Minor: Art



How have the Career Resource Centers helped you personally?

The Career Resource Center helped me choose a major. By attending some career panels, I have learned about many paths that can lead to the same career. These panels also revealed the daily tasks behind the job title. I have also utilized the alum CANE files and some handouts on informational interviewing to talk to alums about their current job positions and how they got there. Both of these things gave me insight and experience to help choose my major.

What was your favorite childhood television show?

That would have to be a tie between Arthur and Recess.

Laura Tiffany

Year: Sophomore

Majors: Biology & Communication



What is the best advice you have been given as you contemplate your major and/or career path?

Study what you love and what you find fascinating. A job/career will stem from that.

What are your pet peeves or interesting things about you that you dislike?

My biggest pet peeves are when people crack any knuckles or joints or smack their lips when they're talking-Gross! They are both such disgusting sounds!

Ryan Stykel

Year: Senior

Major: Accounting

Minor: Management



What person from the past would you like to meet?

I'd like to meet Jackie Robinson. He stood tall against the thousands that hated him for no reason and broke down the greatest barrier of all time. Jackie was braver than those at the Alamo and if I could absorb even a piece of that, nothing could stand in my way.

How have the Career Resource Centers helped you personally?

I can safely say that without the Resource Center's help, I would not have a job lined up for next year. My resume, cover letter, interview, and networking skills have all been improved by the Resource Center. I know where to look and who to ask to answer any career related questions (Hint: it's all in the Career Resource Centers!).

Upcoming Events

Special Events

Career EXPO!

Wednesday, Nov. 11
Gorecki 204, CSB

Educational Seminars

10 a.m. – 5:30 p.m.

Career Fair

2:30 – 5:30 p.m.
(30+ employers/alums)

Networking Reception

6:30 – 8:00 p.m.
Register on E-Link

Careers in Student Affairs

Saturday, Nov. 14
10 a.m. – 4 p.m.
Augsburg College, Minneapolis
Cost: \$20, pre-registration
required

Info Tables/ Info Sessions

Info Table: University of North Dakota Graduate School

Nov. 4, 10:30 a.m. – 2:30 p.m.
Sexton Commons, SJU

Info Session: Alliance for Catholic Education (ACE)

Nov. 4, 4:15 p.m.
ASB 222, CSB

Learn about volunteer opportunities
after graduation!

Contributing Writers:

Justin Rose, Joe Running,
Becky Sinner, Patrick Sitzer,
and Stephanie Wegmann

Layout:

Alison Benes, Liz Larson,
and Laura Tiffany

Editor:

Mary Harlander-Locke
mhlocke@csbsju.edu

Career Services' Home Page:

www.csbsju.edu/career

Fairs

Volunteer Fair (after Graduation)

Nov. 4, 11 a.m. – 3 p.m.
Gorecki 204, CSB

Info Sessions MN Private Colleges Internship/Job Fair

Attend a session to learn more about
this fair scheduled for Feb. 16/17, 2010.

Pre-registration deadline for
the fair required by **Dec. 17th** for
EARLY BIRD deadline. Space is limited
for each Info Session; register on **E-link**
under "Events and Workshops."

Nov. 11, 10 a.m.
Gorecki 204C, CSB

Nov. 13, 4 p.m.
Mary Hall 8, SJU

Nov. 17, 7 p.m.
Mary Hall 8, SJU

Nov. 18, 1 p.m.
Gorecki 204A, CSB

Nov. 18, 2:40 p.m.
Gorecki 204A, CSB

Nov. 18, 3 p.m.
Mary Hall 8, SJU

Nov. 24, 2 p.m.
Mary Hall 8, SJU

Dec. 1, 2:40 p.m.
Gorecki 204 B, CSB

Dec. 1, 4:30 p.m.
Gorecki 204B, CSB

Dec. 2, 4 p.m.
Mary Hall 8, SJU

Dec. 10, 8 a.m.
Mary Hall 8, SJU

Dec. 10, 4:30 p.m.
Gorecki 120, CSB

Dec. 10, 7 p.m.
Gorecki 120, CSB

Dec. 14, 1:30 p.m.
Mary Hall 8, SJU

Page 8

Career Exploration Series

Careers in Law

November 2, 7 p.m.
Gorecki 204A, CSB

Outdoor Summer Jobs

November 3, 7 p.m.
Alumni Lounge, SJU

Workshops

Job Shadows and Info Interviewing: What are they and how to set one up?

November 18, 4:30 p.m., ASB 222, CSB

December 2, 4:30 p.m., ASB 222, CSB

December 7, 4:30 p.m. ASB 222, CSB

Career Services Staff CSB Center:

Mary Harlander-Locke, associate director
Ed Stubblefield, associate director
Jackie Miller, administrative assistant
Charlie Opatz, graduate intern
Career Assistants

SJU Center:

Heidi S. Harlander, director
John Clarkson, associate director
Erica Rademacher, assistant director
Melissa Koshiol, office manager
Leslie Koshiol-Zimmer, receptionist/
secretary
Career Assistants

Appointments are available
Monday through Friday.

CSB Center: 320-363-5707
Career Resource Center: #5557
Academic Services Building

SJU Center: 320-363-3236
Resource Center: #3383
Mary Hall 10