

Before your next visit, you have some homework to do on...

Job Search in the Nonprofit and Public Service Sector

The following resources can be used to “find out” more about the organizations I am considering:

- Faculty, staff, alums, and professionals in your areas of interest
- Career Services “Employment” page: <http://www.csbsju.edu/career/students/postgrad/jobopps.htm>

- 1) What are my fields of interest? (e.g. children and youth, hospital administration, housing, international development). What change do I want to make happen? (e.g. improve access to health care, reduce juvenile delinquency).
- 2) What role do I want to play in a particular organization? (e.g. Direct Service, Advocacy, Policy/Research, Funding, Evaluation).
- 3) What type of organization am I interested in working for? (e.g. Start-up/established, big/small, local/national)
- 4) Using resources in the Career Resource Centers/home page, what are some possible nonprofit/public sector organizations to explore? List at least 6 possible organizations AND the name of a contact from that organization.

- 5) A. List the names of at least three faculty/staff/supervisors/coaches I could talk with regarding organizations and/or ask to be references.

B. What outside sources have I accessed in researching organizations?

Check List:

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| <input type="checkbox"/> 1. Update E-Link account | <input type="checkbox"/> 4. Attend a practice interview |
| <input type="checkbox"/> 2. Work with a Career Counselor | <input type="checkbox"/> 5. Attend a networking session |
| <input type="checkbox"/> 3. Update resume | <input type="checkbox"/> 6. Use CANE files to contact alums and search geographically for jobs/companies |

CSB (5557) and SJU (3383) Career Resource Centers
CSB Hours: Monday-Thursday 8:30– 6, Friday 8:30-4:30 (Academic Services Building)
SJU Hours: Monday-Thursday 8–5, Friday 8–4:30 (Mary Hall 25)