

Arts and Sciences Career Services Newsletter

November 2008 Edition

www.arts.cornell.edu/career

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8. Staff Directory; résumé and cover letter critiques are available daily

1. UPCOMING A&S AND CORNELL CAREER SERVICES EVENTS AND PRESENTATIONS

- 11/1 Life After Cornell: The Minority Career Perspective, Alumni Panel (Education, Finance, Media, Legal Careers and more) 11:00 a.m.; Networking Reception, 12:15 p.m.-1:30 p.m., Call Auditorium, Kennedy
- 11/4 Plan B: Taking Time off Before Graduate School, 4:35 p.m., 142 Goldwin Smith
- 11/4 Internship Opportunities with Cornell Cooperative Extension, 4:30 p.m., G87 MVR
- 11/5 Internship Information Event, 11:00 a.m. – 2:00 p.m., Memorial Room, Willard Straight
- 11/5 Tompkins County Green Jobs Fair, 12:30 – 4:00 p.m., Tompkins Cortland Community College
- 11/5 Effective Job Search Strategies in a Tight Job Market, 4:35 p.m., HEC Auditorium, Goldwin Smith
- 11/5 HCEC Orientation for 2009 Application for 2010 Acceptance to Med/Dental School, 6:30 p.m., B45 Warren
- 11/6 Career and Internship Connections Recruiting Orientation for A&S Undergrads, 4:35 p.m., Kaufmann Auditorium, GS
- 11/7 HCEC Letters of Recommendation: Advice, Whom to Ask and How? 12:20 p.m., North Room, WSH
- 11/11 Dean's Meeting for Jrs, Soph.s and Freshmen Preparing for Medical School, 11:15 a.m. – 12: 05 p.m., 262 Uris
- 11/11 Dean's Meeting for Srs, Weill Admissions Process, Interviews at Med School, etc., 12:20 – 1:10 p.m., 341 Statler
- 11/12 Summer Opportunities for Health Career Students, 12:20 p.m., North Room, Willard Straight
- 11/13 Pharmacy and Pharmaceutical Science Careers, 12:20 p.m., 109 Upson
- 11/13 Udall Scholarship Information Session, 4:35 p.m., CCS – 103 Barnes
- 11/13 Considering a Year Between for Health Careers, 4:35 p.m., Kaufmann Auditorium, Goldwin Smith
- 11/14 What is Osteopathic Medicine? 12:20 p.m., 245 Warren
- 11/17 Summer Jobs and Internships for Biology Majors, 4:45 p.m., 251 Malott
- 11/19 Math Majors' Careers and Graduate School Options, 4:00 p.m., 5th Floor Lounge, Malott
- 11/19 International Students: Tips on Finding a Co-op or Internship, 4:45 p.m., B14 Hollister
- 11/19 International Internships: Strategies for Finding Opportunities, Student Panel, 5:00 p.m., Barnes Auditorium, 3rd Floor
- 11/21 ILR Labor Roundtable. 1:00 – 6:00 p.m., Statler Ballroom, open to all students, however pre-registration is required: *laborroundtable@cornell.edu*
- 12/3 Freshmen Internship Panel, 6:00 p.m., Auditorium, RPCC

2. CAREER FAIRS AND RECRUITING EVENTS THIS WINTER

CAREER AND INTERNSHIP CONNECTIONS (CIC), http://cic.erecruiting.com/stu/cf_list?aff=21124

An annual opportunity for A&S students interested in postgraduate employment or internships to network with employers in New York City, Washington D.C., Chicago, Boston and Los Angeles in January, 2009. Employers typically include: Advertising, Financial Services, Biotechnology, Consulting, Public Relations, Education, Health and Law.

Orientation for CIC events: November 6, 4:35 p.m., Kaufmann Auditorium, Goldwin Smith.

NEW YORK RECRUITING CONSORTIUM (NYRC) JANUARY 9, 2009, <http://www.arts.cornell.edu/career/NYRCC.asp>

An opportunity for Arts and Sciences and Human Ecology seniors to interview on January 9, 2009 with employers in New York City, for full-time entry-level employment in such fields as Advertising, Consulting, Education, Finance, Legal Services, Medical Research and Healthcare, Public Relations and Publishing. Questions to Diane Miller in G55 GSH.

ON-CAMPUS RECRUITING: Guidance and schedules are available at:

<http://www.career.cornell.edu/jobsandinternships/onCampusRecruiting/default.html>

NEW JERSEY COLLEGIATE CAREER DAY: Wednesday, January 7, 2009, 9:30 a.m.-3:30 p.m., Rutgers University, New Brunswick. On-line resume submittal, directions/parking & list of employers:

http://careers1.rutgers.edu/Online_Files/careerdays.asp Questions to: 732.932.8105.

WOMEN FOR HIRE CAREER EXPOS feature a variety of organizations, hiring nationwide: <http://www.womenforhire.com/>

3. GRADUATE SCHOOL, CREDENTIALS, FELLOWSHIPS AND MORE

- **A&S Career Library holdings:** Peterson's [Getting into Graduate School](#) and [Perfect Personal Statements](#)
- **Building a Credential File:** <http://www.career.cornell.edu/credentialServices/default.html>
- **Graduate application guidance and timetable:** <http://www.career.cornell.edu/graduateStudy/school/default.html>
- **Graduate Record Exams:** Subject tests at Cornell and General tests at Prometric Testing Centers: <http://etsis4.ets.org/tcenter/tcenter.jsp>
- **Idealist/Action Without Borders Graduate School Fairs:** <http://www.idealist.org/gradfairs.html>

Fellowships and scholarships offer generous financial support and excellent opportunities for study or work.

For guidance, see: <http://www.career.cornell.edu/fellowships/default.html> and if the fellowship requires University endorsement, speak with Beth Fiori, the Cornell Career Services Fellowships Coordinator (btfl@cornell.edu, 255.5296). A&S Advising Deans Jim Finlay in G55 and Maria Davidis in 172 Goldwin Smith can provide guidance.

Loan forgiveness enables current and recent college graduates to pursue careers in the public service sector while portions of their student loans are forgiven. A variety of programs already exist on both the federal and state levels and many more are being created in Congress. http://www.compact.org/opportunities/grants_and_fellowships

4. A DOZEN CURRENT FELLOWSHIPS, SCHOLARSHIPS AND INTERNSHIPS

AUSTRALIAN EDUCATION INTERNATIONAL, located at the Embassy of Australia in Washington, DC and Consulate-General in Los Angeles, is seeking winter/spring interns to assist with basic event management, enquiries, database tasks, administrative tasks and research. Successful candidates will have completed at least two years of college (with a GPA of 3.2), possess strong written and verbal communication skills, be proficient with Microsoft Office, have the ability to work independently and in a team, show initiative, have a personal interest in the fields of education policy, science policy, international relations, public relations and/or marketing. Previous work or study experience in Australia is a plus. The Washington, DC internship runs from January/February to May. Interns are normally required to work 30 hours a week, including some evenings. The Los Angeles internship is part-time (2-3 days/wk) and runs from January to March/April. Both internships pay a stipend of \$500/month. <http://www.usa.embassy.gov.au/whwh/Intern111.html>.

CLAREMONT NATIONAL SCHOLARSHIPS FOR DOCTORAL STUDY: Tuition plus \$20,000 per year, to pursue the Ph.D. in any of eight graduate schools at Claremont Graduate University. Scholars must be interested in transdisciplinary work and need faculty nomination. Application deadline is December 1. Refer to: <http://www.cgu.edu/nationalscholars>

CORNELL PLANTATIONS offers nine internships: 2 education interns; 4 botanic garden interns; 3 natural areas interns. Twelve week internship starting May 26 finishing August 14, 2009. All positions earn \$9.00 an hour. Exclusively

for currently enrolled or accepted Cornell University students, including graduating seniors and graduate students. Typical work week is 39 hours. General daytime work schedule. <http://www.plantations.cornell.edu/learning/internship/apply>

The CORNELL URBAN SCHOLAR PROGRAM (CUSP) is an 8-week summer internship in New York City involving advocacy and scholarship on one of these topics: housing, community development, civil and legal rights, education, urban agriculture, and public health. Application deadline is November 7, 2008, 4:00 p.m. Applications can be found on the CUSP website at www.cusp.cornell.edu/ and at 108 W. Sibley Hall.

EPA NATIONAL NETWORK FOR ENVIRONMENTAL MANAGEMENT STUDIES (NNEMS) FELLOWS conduct research projects to augment their undergraduate or graduate academic studies financially supported by the U.S. Environmental Protection Agency. Info: <http://www.epa.gov/enviroed/students.html> and the A&S Career library.

EL POMAR FELLOWSHIP is a highly competitive two-year post-undergraduate leadership training program for candidates with a Colorado connection. Fellows operate the foundation's Community Stewardship Programs and bolster the Foundation's grant-making throughout the state. Applications are currently being accepted until January 14, 2009. Starting annual salary is \$28,000 (d.o.e.), plus benefits. Mail to: Fellowship Applications, El Pomar Foundation, 10 Lake Circle, Colorado Springs, CO 80906, email: fellowship@elpomar.org, fax: 719/577.7037; contact: Gary Butterworth, VP, or Delores Tronco, Director of Recruiting at 800/554.7711. Fellowship class begins July 21. Complete information at: <http://www.elpomar.org/page.asp?pageid=016130&id=01fellowship>

FAMILIES USA, <http://www.familiesusa.org/about/wellstone-fellowship-apply.html> is accepting applications for the Wellstone Fellowship for Social Justice and the Villers Fellowship for Health Care Justice. Ideal candidates will express interest in social justice work and in working with communities of color, and display the potential to contribute to social justice work after their year of hands-on experience. Deadline for application is February 6, 2009. Details on the Web site or from: Director, Internship and Fellowship Program, Families USA, 1201 New York Avenue, NW, Suite 1100, Washington, DC 20005, 202.628.3030, 202.347.2417 (fax), mrosenblatt@familiesusa.org

HARRY CAPLAN TRAVEL FELLOWSHIPS provide \$3,000 for summer travel to Europe or the Near East. The fellowships are meant to afford students the opportunity to enrich their understanding of the classical traditions of our civilization. Information posted on the Fellowships bulletin board outside G55 GSH. Application Deadline: November 7.

THE DEVEREAUX CENTER INSTITUTE OF CLINICAL TRAINING AND RESEARCH (<http://ppt.devereuxictr.org/>) 12-month Traineeship is an experiential learning program for recent college graduates who are considering graduate study in psychology or a related behavioral healthcare field. The program provides a supervised learning experience combining didactic and hands-on training. The Traineeship stipend is \$692.50/bi-weekly. Generous benefits include medical insurance, nineteen days of paid vacation/holiday time, four days with pay for graduate school interviews, and up to eight paid sick days during the year. Complete applications will be reviewed on a rolling basis, December 15 until February 1.

MAGAZINE INTERNSHIP PROGRAM, a ten-week summer session where college juniors have the opportunity to work in the editorial offices of a national magazine in Washington, DC or New York City. Additional information and applications may be obtained on the ASME website at: www.magazine.org/asme/internships/aboutinternship/index.aspx and from Arts and Sciences Career Services, 55 Goldwin Smith (library file cabinet). A \$25.00 processing fee to ASME must accompany all applications. Applications must be postmarked on or before November 15, 2008.

The NEW YORK TEACHING FELLOWS PROGRAM is an alternative route to certification program that accelerates the process of becoming a certified teacher. Fellows engage in a six week intensive pre-service training program and complete a subsidized Master's degree program while they teach. The subsidy provided by the NYC Department of Education covers most of the costs of tuition and certification services at a participating university. Fellows are provided a non-taxable stipend to help defer living costs during the six week summer pre-service training program. Deadlines: December 5, 2008 and January 5, 2009. Refer to: <http://www.nycteachingfellows.org/> and the A&S Career library.

THE PUBLIC POLICY & INTERNATIONAL AFFAIRS (PPIA) FELLOWSHIP PROGRAM provides students with a unique training experience over a seven-week period in graduate level courses at participating Junior Summer Institutes (JSI). Applicants must: have an interest in public service; be U.S. citizens or Legal Permanent Residents (Princeton University JSI also accepts international students); be a college junior when applying for the fellowship and/or must return to college after the completion of the JSI with at least one full semester or two quarters of coursework remaining; submit a completed online application form. Compensation: Fully funded JSI: room and board, books, and eligibility for travel expenses and stipend; opportunities for professional development and possibly internships; a minimum of \$5,000 towards

graduate schools from PPIA's consortium members. Application Deadline: November 1, 2008. To apply or for more information, visit www.ppiaprogram.org/app/ or contact ppia@ppiaprogram.org or 202.496.0130.

5. FINDING EMPLOYMENT OPPORTUNITIES

Campus resources for summer, intercession and year-round opportunities:

1. Check your academic departments' and college career offices' bulletin boards, file cabinets, books and binders for research, academic and employment information.
2. Cornell Public Service Center, 200 Barnes Hall: <http://www.psc.cornell.edu/students/default.html>
3. Cornell Undergraduate Research Program: <http://www.research.cornell.edu/undergrad/>
4. Cornell Entrepreneurship and Personal Enterprise Internships: <http://eship.cornell.edu/internships/>
5. Cornell Summer Programs: <http://www.sce.cornell.edu/sce/college.php>
6. Cornell Student Employment Services, 203 Day Hall: <http://www.sas.cornell.edu/ses/students.html>
7. Cornell Career Services Web sites and libraries in 55 Goldwin Smith and 103 Barnes Hall: <http://www.career.cornell.edu/jobsAndInternships/default.html>
8. CU students' reports on their past summer jobs: <http://www.career.cornell.edu/surveysAndSalary/summer.html>

Credit-bearing Internships:

The College of Arts and Sciences accepts academic credit for academic work only. If you are planning to apply for or have accepted a "for credit only" internship, please make an appointment with Diane Miller in A&S Career Services.

International Options

- Advice and opportunities: <http://www.career.cornell.edu/jobsandinternships/international/default.html>
- Visit Cornell career libraries in G55 Goldwin Smith, 103 Barnes and across the university.
- AIESEC Cornell – Association Internationale des Etudiants en Sciences Economiques et Commerciales: internship/work abroad opportunities. <http://rso.cornell.edu/aiesec/>

6. WHY REGISTER WITH CORNELL CAREERNET?

Register for Cornell CareerNet, the NEW Cornell Career Services job listing and on-campus recruiting system and receive targeted e-mails about career programs, jobs, internships, alumni talks and on-and off-campus recruiting. Take the on-line tutorial to get the best from this new system. Let us contact you – complete your Profile at www.career.cornell.edu and select "Yes" to receive CCS emails. Check the system regularly when you're looking for jobs or employers.

Update your information: If you registered for CornellTRAK last year, make sure you have updated your address, your student status and your interests in CareerNet this year and upload an updated résumé!

7. JUNIOR /SENIOR WOMEN - ALUMNAE GATHERINGS DURING WINTER BREAK

Junior/Senior Women - Alumnae Conversations about life after Cornell, are hosted by alumnae in January 2009, in multiple cities around the U.S. to provide a forum for graduates and graduating women to discuss a wide range of topics related to life after Cornell. See: <http://www.career.cornell.edu/womensDinners/default.html> for updated information. Registration: November 1 – December 10. Questions? Contact Nancy Law, nfl1@cornell.edu, 203 Barnes.

8. A&S CAREER SERVICES - In the Robert and Donna Paul Advising Center

G55 Goldwin Smith Hall, Cornell University, 607/255-4166 • as_careers@cornell.edu • 8:00 a.m. – 4:30 p.m.

Professional staff advisors Diane Miller, Assistant Director and Irene Komor, Career Counselor work with those undergraduates from the College of Arts and Sciences seeking career planning and job search guidance. Inquire at the front desk in G55 for the staff member who advises students with your current career concerns. If you have law school application questions, contact Dean Heather Struck in 172 Goldwin Smith. For pre-med questions, make an appointment with Dean Janice Turner in G55 Goldwin Smith.

Jennifer Perry, Administrative Assistant: schedules advising appointments and coordinates Dean's Certification letters for Arts and Sciences students applying to law schools. See: <http://www.arts.cornell.edu/career/deancert.asp>

Student Career Ambassadors: provide 15 minute résumé and cover letter critiques daily during the academic year – no appointment necessary. Fall 2008 schedule: Mondays: 11:00 a.m. – 1:30 p.m. & 2:30 – 4:15 p.m., Tuesdays: 9:00 a.m. – 3:45 p.m., Wednesdays: 8:30 a.m. – 1:50 p.m., Thursdays: 9:00 a.m. – 4:15 p.m., Fridays: 11:00 a.m. – 4:15 p.m.