

Career Development News

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How long does it take to get a job? *Beverly C. Reid*

Many times I will have students tell me that if they start looking for a job in the fall of their senior year, employers will expect them to go to work for them in December. Not true! Employers have a certain window of time when they recruit for certain jobs, and for some majors it starts the second the fall semester starts. The fields where this is most prevalent are finance, business economics, anything related to banking, and any position in the Federal Government. Many other fields do their recruiting year-round hoping to get the best-of-the-best lined up to work with them nearly a year in advance. If you are unsure about this in your field, check the websites of companies/organizations, and ask Career Development. Students always wonder why we

do our biggest job fair in the fall. We choose this time period at the request of the employers. If employers are asking for a major job fair in the fall, that means you



LC STUDENT AT CHALLENGE JOB FAIR

need to be ready with an interview suit, resume, cover letters, reference list, possible letters of recommendation, and the knowledge required for being successful at a job fair and in an interview. Career Development is here to help you with all of these areas.

We won't buy your interview suit, but we have events such as the Etiquette Dinner and Fashion Show and Backpack to Briefcase work shops on resume writing, interviewing, networking, and on-line job search resources, as well as job fairs, speakers, and internship opportunities.

We are here to provide opportunities that assist students to make the most of any kind of job market—good, bad, or really ugly, but you have to help yourself, too. Do three things right away this year:

- make an appointment with me to discuss your plans for after graduation (544-8339)
- sign up for job search-focused emails from LC at www.career15.com
- START NOW!

Mandatory Internship Meetings begin this Fall *Scott C. Robert*

Thinking about doing an internship anytime this year for credit? This year breaks new ground by hosting monthly internship meetings to help you obtain an internship, complete the correct paperwork, and provide information on how to have a great and exciting internship. If you are thinking about completing an internship – you must attend one of these sessions prior to starting your internship. Our first meeting in this series of Required Internship Presentations

is being held on Wednesday, 9 September at 10 am or 2 pm in 2nd Floor Hall Campus Center conference room, 12 noon in Westover Conference room or 7:30 pm in Hall 201. Unable to make one of those times on September 9? Contact internships@lynchburg.edu for additional dates and times.

We will go over academic requirements and the paperwork process to obtain a credit bearing internship. You can get a

better understanding of what is involved by going online www.lynchburg.edu/internships and you can start your search for that perfect internship to help you land the best job after graduation. Fellow students who have had great internships will be there to talk about their internship experiences as well. So if you want to have an internship this semester, you must come to one of the meetings on September 9, or one of our other advertised dates. See you there.



If you took your graduate school admission exam today, how would you do?

Take a FREE PRACTICE TEST and find out!

GRE, LSAT, GMAT, MCAT, DAT, OAT, NCLEX, or PCAT

Offered October 25th, 2009 beginning at 11:00 am on the 2nd floor of Schewel Hall

at Lynchburg College

For more information contact careers@lynchburg.edu

go to www.kaptest.com to register!

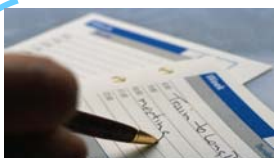


5 Mistakes Made at Job Fairs

Top 5 mistakes made by students at most Job Fairs:

1. **Not taking initiative.** Make sure that you walk up to the employers and **SPEAK!** Students always forget to take the initiative— **YOU** are the one that wants the job! Have your 30 second “commercial” prepared!
2. **Not taking enough resumes**— it is **ALWAYS** better to be overprepared than underprepared.
3. **Appropriate Dress.** Wear a suit. Not a shirt and tie, not a nice skirt or pants and sweater, but a real **SUIT** with tie (men), closed toe dress shoes, pantyhose (women), hair neat and off face...
4. **Follow-Up.** Attending the job fair isn't enough—be sure to get in touch with potential employers and thank them for speaking with you!
5. **Do your Research!** If the companies coming are listed on line, find out what the companies you are interested in are all about before coming to the job fair so you can speak with them intelligently.

****Remember to apply on-line to any jobs in which you are interested before coming to the job fair whenever possible****



Calendar for the Fall Backpack to Briefcase Series

September:

- Sept. 9 — 6:00 pm – *The Job Search Process with Bev Reid*, Hall Campus Center 201 (Alumni Online Community, EmployOn, CAREER15...)
 Sept. 23 — 6:00 pm – *Getting your Resume ready with Bev Reid*, Hall Campus Center 201

October:

- Oct. 2 — 3:30-4:30 pm – *Speed Networking with members of the Alumni Board and Local Alumni*, East Room (must RSVP to Career Development)
 Oct. 6 — 6:00 pm – *Etiquette Dinner and Fashion Show with Donna Dilley*, Burton East Room (must sign up in Academic and Career Services by October 1)
 Oct. 21 — 6:00 pm – *Being Successful at Job and Grad School Fairs with Scott Robert*, Hall Campus Center 201

All day Walk In Resume Reviews on Friday, Oct. 23 and Thursday, Oct. 29 – 8:30 am – 5 pm in Academic and Career Services, 2nd floor Hall Campus Center (no appointment needed!)

- Oct. 25 - 11 am—Graduate School Practice Prep Tests—Schewel Hall—register at www.kaptest.com
 Oct. 28 and 29 — beginning at 10 am -Diversity Career Day at University of Virginia, Newcomb Student Center

November:

- Nov. 3 - 10-11:45 am – *Law School Fair*, Flint Family Lobby, Schewel Hall
 Nov. 4 - 10 am-3 pm – *Nursing Career Fair*, Hall Campus Center Ballroom
 Nov. 5 - 11 am – 4pm – *CHALLENGE CAREER FAIR*, Kirkley Hotel, Candler's Mt. Rd. Lynchburg
 Nov. 18 — 6:00 pm – *Networking over the Break to Get the Job You Want with Bev Reid*, Hall Campus Center 201



Career Development and Internships

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Staff:

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Teresa Gunter, Administrative Assistant for Academic and Career Services

Gwen Mills, Administrative Assistant for Academic and Career Services

WHAT'S YOUR PLAN?

As you move towards the end of your career as students at Lynchburg College, you will need assistance from Career Development in your job search or graduate school process. We are here for you.

Call 544-8419 to schedule an appointment today to sit down with Bev or Scott and discuss your plan. Even if you are not sure what that plan is yet, we can help you define steps that will get you to where you want to be.

Once you leave LC you are still a part of this community, and we will still work with you as you progress in your career. We look forward to working with you now and for years to come.

Also you will be registered for extra job opportunity emails from our office when you register on www.career15.com. See Bev for more details.

Online Job Search Resources available...

CAREER15 www.career15.com only accessible by students and alumni of the fifteen Virginia Foundation of Independent Colleges (VFIC). This private college network has job and internship listings, networking with recruiters, and important job search resources provided by the companies who are in partnership with the VFIC.



EmployOn - see the EmployOn link at www.lynchburg.edu/x511.xml brought to you by LC's School of Business and Economics this site is only accessible by students and alumni of Lynchburg College. A comprehensive site for job and internship listings for all majors. This is not your average job search site, but a "webcrawler" that can find jobs on any kind of web site, and match it to the skills you list. You don't have to know what job title you want, just the skills you have! Try it today!