Seniors Guide to Career Services

Career Services can help you discover career interests and explore your future – whether that includes a focused job search, applying to graduate school or a short-term transitional opportunity after Swarthmore. Scheduling an appointment with a Career Counselor (drop by Parrish 135 or call us at 610.328.8352) will help you develop strategies specific to your interests and goals. Career Peer Advisors are also available weekday afternoons to answer quick questions, review cover letters and resumes and provide an introduction to our resources.

Not sure what you want to do or where to begin?
Don’t worry, you’re not alone! Career Counselors will begin by talking with you about what interests and motivates you, what you really enjoy (and don’t) and what experiences have helped shape your values and developed your skills. We can use career inventories to help you connect what you know about yourself to careers and then can put you in touch with resources – people, books, websites – that will describe career options and tell you how to enter the field.

Focused on a Job Search?
We’ll help you navigate online resources to locate jobs in your fields and locations of interest:
• Begin with SwatCareers - it’s where we enter all the jobs we receive for students, many sent to us by Swat alumni (e-mail us for your username and password)
• Through SwatCareers you can also access our subscriptions to Vault Career Intelligence (to research organizations and industries) and Going Global (international jobs)
• Have your resume and cover letters reviewed before you begin applying (drop by Parrish 135 weekdays from 1:00-4:30pm) and develop your interview skills by scheduling a practice session with a counselor (drop by or call us at 610.328.8352 for an appointment)

Networking
80% of all jobs are never advertised – discover these opportunities by connecting with people who work in your career field. Talk with a career counselor about how to network and access our Alumni Career Profiles and Alumni Online Directory, then build your LinkedIn profile and join our Swatties Helping Swatties LinkedIn group for contacts eager to help. Learn how to use social media effectively in your search at our workshop on Wednesday, 9/17 at 12:30pm in Parrish 159 and how to network at our Networking for Swatties workshop on Friday, 10/31 at 12:30pm in SC 101 (pizza provided at both). Meet alumni at these networking events this semester:
• Alumni Panel: 9-5 in the Arts - Wednesday, 10/1
• Diverse Careers for Economics Students - Thursday, 10/2
• Consider participating in the Extern Program during winter break (registration 10/21-22 - closes at 4:30pm on 10/22)
• Wall Street Student/Alumni Reception - Friday, 10/24
• Student Athletes: Beyond the Buzzer - Friday, 10/31
• Women in Leadership - Friday, 11/7
• Alumni Student Networking Dinner - our major networking event of the year, meet 40+ Alumni Council members on Saturday, 11/8
• Farm to Fork - Tuesday, 11/11
• Nonprofit Networking Night - Friday, 11/14
Recruiting

- **On-Campus**: Employers offer information sessions on campus to help you learn about their organizations. Many times you’ll have the chance to meet with alumni who can give you an insider’s perspective on working there. See a listing of info sessions on SwatCareers in Events>Information Sessions. At times employers will conduct their first round interviews on campus rather than by phone/Skype. Apply for these interviews through SwatCareers by selecting On-Campus Recruiting under Featured Programs. NOTE: If a posting indicates "Review the job qualifications and update and refresh your profile if needed to apply for this job" it's because the employer has set requirements for the position that may require you to update your profile to indicate you meet them - like Work Authorization, Class Year and GPA. Suits are required for interviews; borrow one from our Career Closet.

- **Off-Campus**: We offer interview days in NY, Boston & DC to give you the chance to interview with employers not visiting campus.
  1. Fall Recruiting Consortium in NY (application deadline Sept. 29)
  2. ETCIC in NY and Boston (deadline Sept. 29) for engineering and technical positions (password token: etcic2014)
  3. MetroLink DC in the spring

- **Career Fairs**: Employers attend Career Fairs to broadcast information about their organizations to students – you can attend to learn more about career fields and positions, actually meeting employers rather than just submitting a resume online. Nonprofit employers often use Career Fairs as their primary recruiting method, lacking staff to conduct campus interviews. In the spring we co-sponsor two nonprofit career fairs in Philadelphia and the Nonprofit and Government EXPO in Washington, DC. All career fairs are posted on the SwatCareers calendar and our website.

Considering Graduate School?
Career Counselors will discuss graduate school admission strategies, help you develop a CV and review personal statements. Connect with your professors and request letters of recommendation to be kept on file here in Career Services for future applications. Be sure to attend our Graduate School Admissions strategy session with expert Don Asher on Monday, 10/6 at 4:30pm in SC 199.

Short-Term Post-Grad Opportunities
Many students graduate with plans for a transitional experience, exploring options for service to others or opportunities to further develop their interests. Post-graduate fellowships and one to two year service programs can be a great way to do both! Work abroad or in the U.S. under the auspices of programs including the Peace Corps, AmeriCorps, Philly Fellows, Teach for America, NYC Urban Fellows and New Sector RISE. For a full list of opportunities, see our Thinking Outside the Cubicle handout

Fellowships & Prizes
Whether you are interested in spending time overseas, doing independent research, or going to graduate school, the Office of Fellowships and Prizes in Parrish 118 can help you apply for nationally and internationally competitive grants to help you realize your goals. These include the Fulbright, Watson, Rhodes, Goldwater, Udall, and many others.

Life After Swarthmore
Throughout spring semester we'll offer programs to help you begin the transition to your post-grad life -- including Financial Literacy, Life After Swarthmore, and our Dapper Dining professional etiquette program. Watch for our Spring ’15 calendar of events.