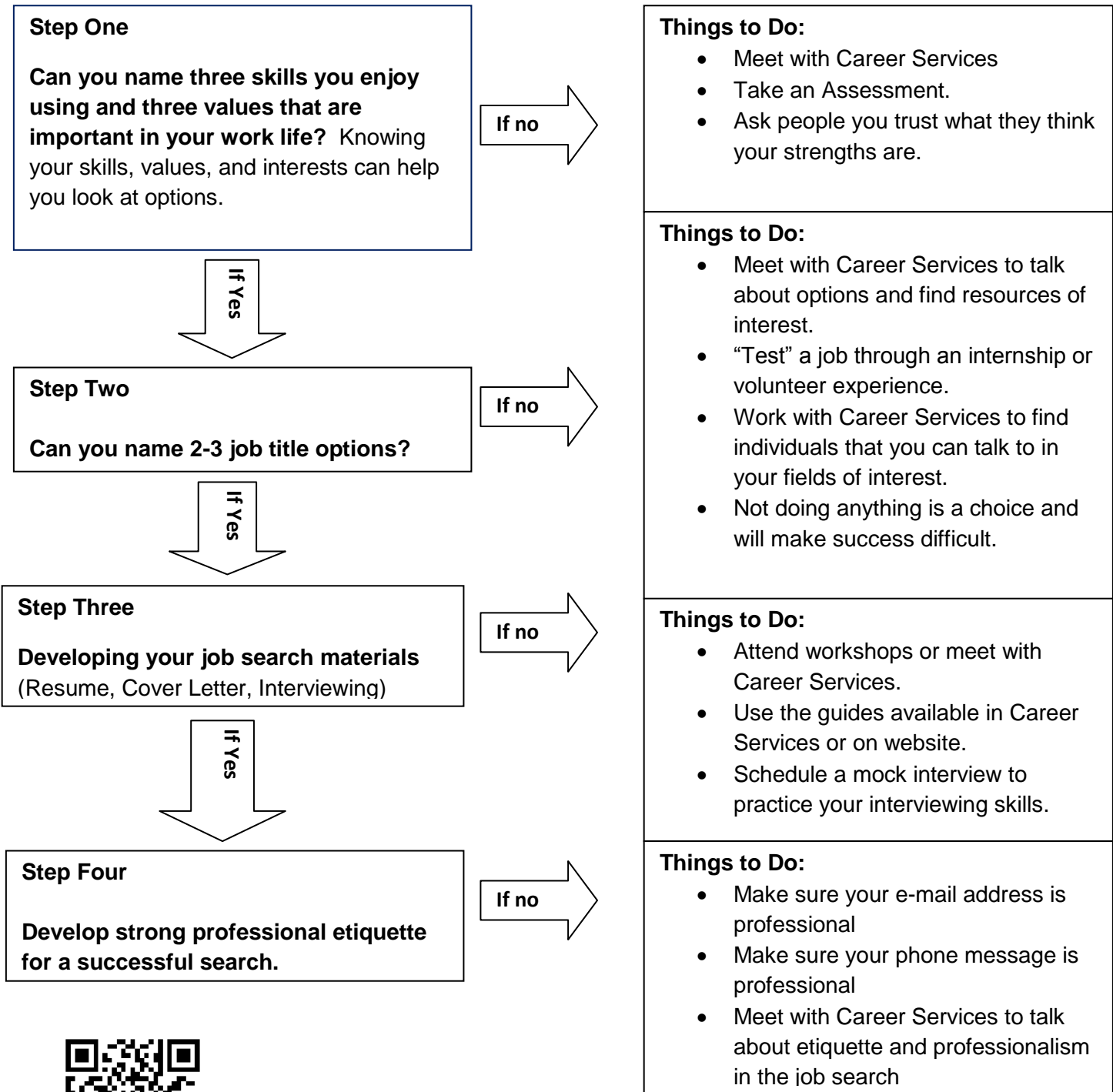


HOW TO START THE JOB SEARCH



Check out this Youtube video with practical job search tips.

The Next Steps:

Determine what you want for yourself: What do you want or need for yourself after graduation? Think about what you want financially, geographically, professionally, physically, and emotionally.

Career Paths: Most fields have career paths and you will not start at the top of that path. You hopefully have many years to work after you graduate, so you don't have to accomplish it all in your first year. Find something you love, if you can, build your skills and do the job well. Learn what you don't like and re-evaluate for your next experience. If you do this, opportunities will generally find you as long as you continue to network

Job Search Materials: Always remember you will need to have a resume, cover letter, a portfolio of your work samples, and references for any job search. Be sure that you ask for references from each experience and don't just expect them.

Job Search Timeline: Begin your job search immediately in the fall of your senior year or get a jump on it in your junior year. Think of this search as another class and you may have to put a great deal of time into your search. Different fields have different timelines and large firms generally hire in the fall. But, most firms hire as openings occur and many are never posted.

Proactive Job Search Strategies: This is where you initiate the contact with potential employers (**more than 75% of jobs are found through connections**).

- Secure an internship first to get some work experience
- Contact friends and family members to start developing your network
- Use Career Services to start developing alumni networks
- Talk to your professors and develop connections through them
- Research and contact firms that meet your criteria to see if you can develop direct connections with them.
- **Work with Career Services every step of the way.**

Reactive Job Search Strategies: This is where you respond to known openings (fewer than 25% of jobs are found this way). If you only use help wanted ads, online job postings, employment agencies, and the job postings we post you will only be seeing a minimal amount of jobs that are available.

Common Timelines:

Business: Search in the fall and they hire in Spring. Major firms often finish hiring in November.

Law/Paralegals: Hire during the Spring Semester or when they have openings.

Insurance: Search in the fall and hire in the Spring

Advertising/PR: Search in the winter and hire in Spring/Summer

Private Schools: Search in the winter and hire in Spring/Summer

Public Schools: Search in Spring and hire in Summer

Science Research: Search in Winter and hire in Spring/Summer

Fellowships: Deadlines are in early Fall

Graduate School: Deadlines are generally in December to February to start the next Fall.

Contact Career Services

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