

ANTHROPOLOGY

- *WHAT CAN I DO WITH MY ANTHROPOLOGY MAJOR?
- *WHAT CAN I DO TO MAKE MYSELF MORE MARKETABLE?
- *WHERE CAN I FIND CAREER INFORMATION?

• CAREER PLANNING • SUNY POTSDAM • 106 SISSON

HOMEPAGE: www.potsdam.edu/career

TEL: 315-267-2344

WHAT CAN I DO WITH A MAJOR IN ANTHROPOLOGY?

1. Travel overseas for international aid organizations helping farmers, mothers, and small business people, among others.
2. Interpret evidence in homicide cases for local police departments.
3. Teach in college departments of anthropology, university schools of medicine, and in corporations.
4. Advise the Export-Import Bank on characteristics of the cultures where the bank operates.
5. Design tools, furniture, clothing, residences and workspaces to suit the human body and diverse culture's activity patterns.
6. Document, catalog, and preserve historical and prehistoric artifacts for a museum.
7. Develop comprehensive management plans for national and state recreation areas.
8. Preserve and create educational programs for architectural, historical, and archaeological places of significance.
9. Train employees and their families for work overseas.
10. Troubleshoot between labor and management in industry and corporations.
11. Study the behavior of drug users to find ways to decrease the spread of HIV infection.

EXAMPLES OF FIELDS OF EMPLOYMENT FOR ANTHROPOLOGY MAJORS:

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| 1. Academia | 6. Forensics |
| 2. Health Care | 7. Archaeologists |
| 3. Social Services Management | 8. Museums |
| 4. Consulting Firms | 9. Government |
| 5. Environmental Agencies | |

SAMPLE JOB TITLES OF SUNY COLLEGE AT POTSDAM ALUMNI:

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|--------------------------|-------------------------|
| * Intelligence Analyst | * Environmental Analyst |
| * Social Worker | * Mental Health Aide |
| * Research Archaeologist | * Teacher |
| * Field Archaeologist | * Graphic Designer |
| * Customer Relations | |



SAMPLE JOB DESCRIPTIONS:

1. **Anthropologist**: studies people, their evolution and physical characteristics, and the cultures they create. Gathers, analyzes and reports data on human physique, social customs and artifacts.
2. **Museum Technician**: prepares specimens for museum collections and exhibits. Molds and restores skeletal parts of fossil animals. Reassembles fragmented artifacts and fabricates substitute pieces.
3. **Preservationist**: cleans, restores and preserves archeological specimens and artifacts according to accepted chemical and physical techniques.
4. **Archaeologist Field Worker**: assists in reconstructing records of extinct cultures. Excavates artifacts according to accepted procedures, and helps to study and classify these artifacts.

ENHANCING EMPLOYABILITY:

1. Get involved in the career development process early, freshman year. Check out Careers in Anthropology, available in the Career Planning Office; it is a manual of advice and a great source for exercises for prospective and present anthropology majors.
2. Select minors elective courses that will demonstrate interest/applicability to your career objective.
3. Get career related experience: INTERNSHIPS, summer and/or part-time employment, volunteer. Join a career related association or organization.
4. Develop the following job search and self-marketing skills: resume and cover letter writing, portfolio development, researching employers, interviewing, networking, and employment searching.
- 5 Skills to develop: surveying, understanding geological and geographic information systems, record keeping, designing and implementing surveys, interdisciplinary team problem-solving, second language, teaching, and grant writing.

SAMPLE INTERNSHIP EXPERIENCE:

- * Delaware Nature Society
 - A private non-profit membership organization dedicated to environmental education and the preservation of natural areas.
 - Student will assist in activities of the center. Internship can be tailored to the student's background
- * Greenworking-Coalitions for the Planet
 - A grass roots environmental organization created to promote increased communications among environmentalists.
 - Student will help promote the formation of student environmental organizations by performing classroom presentations, researching and networking.
- * National Association of Practicing Anthropologists
 - Students shadow professionals working in government, education, museums, and consulting companies.
- * Student Conservation Association
 - Students work with professionals in cultural resource management, environmental education, park recreation, and visitor guidance.

STRATEGIES FOR CONTACTING EMPLOYERS:

- * write an employer targeted resume and cover letter
- * prepare for the interview
- * learn job search strategies
- * design a portfolio
- * network
- * develop networking cards
- * use SUNY College at Potsdam's Career Planning reference books
- * use SUNY College at Potsdam's Career Planning Internet Homepage



SOME EMPLOYERS OF SUNY COLLEGE AT POTSDAM ANTHROPOLOGY ALUMNI:

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|---------------------------------|--------------------------------|
| * Hospital Sister Health System | * Boston Management Consortium |
| * Research Medical Center | * NYS Dept. of Labor |
| * Key Services Corporation | * Bristol-Myers Squibb |
| * Colgate Palmolive | * National Urban League Inc. |
| * St. Joseph's Hospital | * Smithsonian Institute |

WHERE TO GET INFORMATION AND ASSISTANCE:

1. ANTHROPOLOGY DEPT., SUNY College at Potsdam, 124 MacVicar Hall

- * talk with faculty

2. CAREER PLANNING CENTER, SUNY College at Potsdam, 106 Sisson Hall

- * Individual career assistance
- * workshops/seminars
- * employer literature
- * SUNYCDO Job Fair
- * computerized assessment programs
- * career testing
- * networking assistance
- * job vacancies
- * summer jobs
- * reference file
- * career fairs
- * Career Planning Internet Homepage
- * career library
- * alumni contacts
- * free handouts available

WHAT IF I WANT TO GO TO GRADUATE SCHOOL?

RESOURCES AVAILABLE AT THE CAREER PLANNING CENTER:

- * graduate school handout
- * GRE, GMAT, MCAT, LSAT and MAT forms and bulletins (GRE computerized tests and graduate study books)
- * graduate books-schools and programs
- * financial aid information about graduate school
- * Peterson's Graduate Programs (G7F,G,H,I,J,K)

RESOURCES FOR FINDING EMPLOYERS:

RESOURCES AVAILABLE AT THE CAREER PLANNING CENTER:

- * Career Guide Opportunity Directory (R8GG)
- * Dun's Regional Directories (R8I, R8J, R8K)
- * Job Hunter's Sourcebook (R26D)
- * The New Careers Directory (I2G)
- * Summer Jobs for Students (S2A)
- * The Archeological Job Seekers Resource Book (R4A)
- * Careers for Anthropology B.A.'s (C4A)-A career advice manual with exercises for Anthropology students. It is a must read manual.
- * Museum Directory (R33A)
- * SUNY Potsdam's Career Planning Internet Homepage
- * Additional material found by using Career Planning Library Bibliography

OTHER SOURCES OF INFORMATION:

- * American Anthropological Association
1703 New Hampshire Avenue, NW
Washington, DC 20009
(202) 232-8800
- * Institute for Development of Anthropology
99 Collier St., Suite 302
Binghamton, NY 13902
(607)7726244
- * American Association of Physical Anthropologists
Dept. of Anthropology
380 MFAC, SUNY- Buffalo
Buffalo, NY 14261
(716)645-2942
- * Council for Museum Anthropology
Wheelwright Museum
P.O. Box 5135, 704 Camino Lejo
Santa Fe, NM 87502
(716) 636-2414