

Freshman/Sophomore Career Planning Newsletter

Spring
2010

UPCOMING EVENTS

Ties for Guys, Scarves for Gals

Check out a collection
of gently used
professional attire!
March 23rd, 24th, & 26th
11:00 am-2:00 pm
Student Union

Job Expo

Wednesday
March 24th
3:00 pm – 6:00 pm
Student Union, MPR

BFA Fashion Show

April 10th
7:30 pm
Student Union, MPR



Plan For Tomorrow By
Visiting Us Today!

Why Start Career Planning Now?

Statistics have shown students who start to use Career Planning Services from their freshman year & continue to use Career Planning throughout their college career:

1. Received job placement sooner upon graduating
2. Were happier with their career choice
3. Made more money

Don't just take our word for it! Here's what our students are saying:

"Very helpful! She put me on the right track for a career and job search"

- Sociology major at SUNY Potsdam

"This was very helpful! I would recommend a mock interview to everyone. Great experience!"

- Administration and Community Health major at SUNY Potsdam

"I once was lost, but now am found"

- SUNY Potsdam Undeclared major

"Counselor was very supportive and helpful. She was energetic when working with me and showed much interest in my success. I will seek assistance and recommend her to others"

-Dance and Sociology major at SUNY Potsdam

Have You Declared A Major Yet?

Are you a second semester sophomore? All students are required to declare a major after they complete **sixty credit hours**. If you have yet to declare a major, come see one of our career counselors for assistance!



**UNSURE, DON'T
SWEAT IT! MAKE AN
APPOINTMENT WITH US
TODAY:**

1. Check out our website
<http://www.potsdam.edu/offices/career/major/index.cfm>
2. We can meet with you and discuss options & get you started on the right path.

**READY TO DECLARE!
FOLLOW THESE STEPS:**

1. Go to the department office you're interested in
(<http://directory.potsdam.edu/?function=list>)
2. Tell the secretary you want to declare a major (Have your P number ready and an advisor in mind).
3. Simply fill out a form, sign it, and you're done!

TIP OF THE SEMESTER:

**DON'T WAIT! STOP IN TO CAREER PLANNING NOW TO DISCUSS
OUR SERVICES THAT CAN HELP YOU!**

**CAREER PLANNING
206 SISSON HALL**

Phone:
315-267-2344

E-Mail:
career@potsgdam.edu

Office Hours
Monday-Friday
8:30 am-4:30 pm

Walk-in Hours
Monday-Friday
1:00 pm-4:00 pm

Come and get your
FREE "Job Choices"
magazines today while
supplies last!

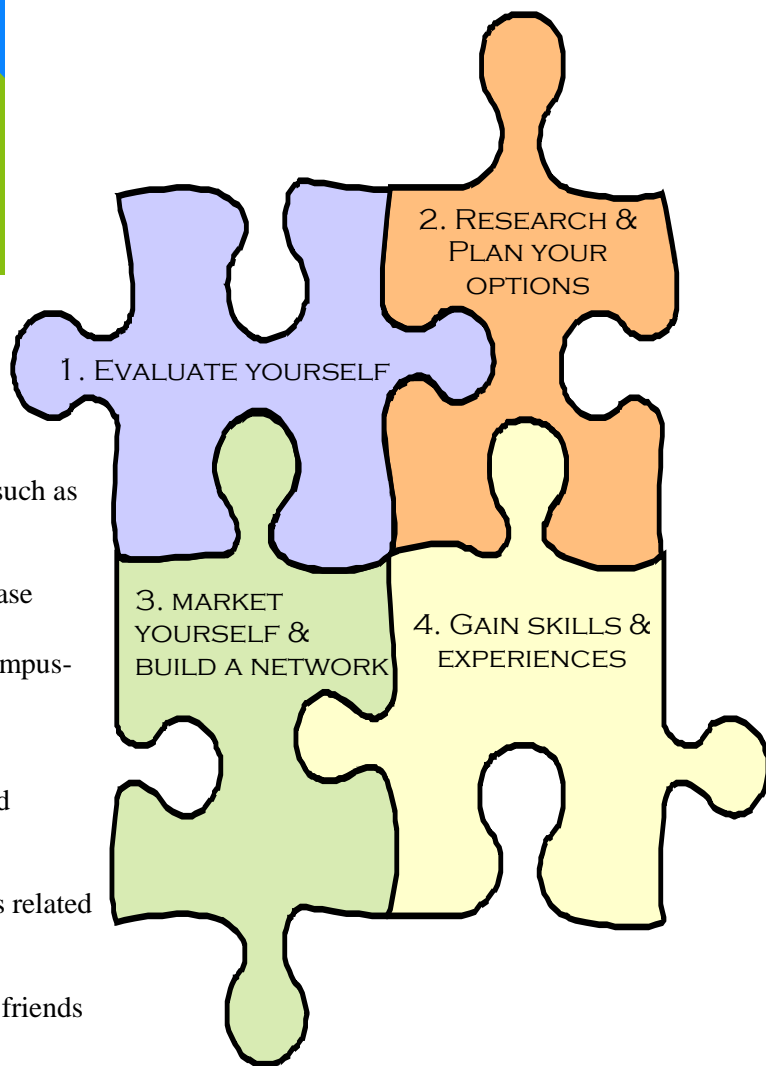


*Our friendly and
fun staff!*



***Build your Career
Network !***

- Social networking sites such as Facebook and LinkedIn
- BearTracker – job database
- Alumni networks and campus-mentoring programs
- Career fairs, employer information sessions, and networking events
- Professional associations related to your field of interest
- Friends/family and their friends



**START PUTTING YOUR PUZZLE PIECES
TOGETHER TODAY WITH OUR HELP AND BY
COMPLETING YOUR CHECKLIST!**

FRESHMAN/SOPHOMORE CHECKLIST

- ✓ Select your career today! Use our **Focus** software and career books to help you
- ✓ Select your major/minor with our staff's help
- ✓ Become involved in an extra-curricular activity. See the Activities Office in the Student Union
- ✓ Write your resume and cover letter with us today
- ✓ Attend job workshops
- ✓ Start a reference file and obtain references from professors and previous employers
- ✓ Start planning for an internship and a summer job
- ✓ Attend SUNY Potsdam's Job Expo, from 3-6 pm in Student Union MPR, March 24th to speak with employers
- ✓ Watch our bulletin boards in Sisson and our website for events and handouts

CHECK OUT OUR WEBSITE:

WWW.POTSDAM.EDU/OFFICES/CAREER

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