Workshops
All workshops will take place in Sisson 206

Resume Writing
- 2/18 – 9:00am
- 2/19 – 3:00pm
- 2/24 – 2:00pm
- 2/26 – 11:00pm
- 3/4 - 3:00pm
- 3/5 – 9:00am
  and more

Job Search
- 3/23 - 1:00pm
- 3/31 – 11:00am
- 4/9 - 3:00pm
- 4/17 – 10:00am
  And more

Career Exploration
- 2/20 – 1:00pm
- 2/25 – 10:00am
- 3/2 – 2:00pm
- 3/13 – 3:00pm
  and more

Self-Marketing Brochure
- 2/12 – 3:00pm
- 3/4 – 11am

Schmooze- A- Palooza
preparation workshops
please click here

Contact Career Planning
(x2344 ) for more information.

What can the Career Planning office offer YOU?

Career and Self-assessments

Self-marketing tools

Reference Files

Mock Interview

And much more!

Click here to learn more!

S P R I N G  2 0 1 5

Career Planning
Junior & Senior Newsletter

Economic Fusion
SUNY Potsdam will celebrate Entrepreneurism on Thursday, March 19th in the Performing Arts Center. Three events will celebrate innovation, entrepreneurship, and creativity on SUNY Potsdam’s campus. Click for information.

Click to view employers attending.
There are also resources to help you prepare.

1-3pm Business Idea Competition
Enter in the Business Idea Competition by February 20th for a chance to win a prize of $500. Ideas will be judged on their social, cultural, or economic impact. Click here for more information.

3-4pm Economic Development Panel Discussion
A panel discussion about strategies to improve the North Country economy. Click here for more information.

4-6pm Schmooze- A- Palooza
Network with employers. Deliver your “elevator pitch”, get feedback on your resume and practice informational interviewing. You can win an iPad Mini by submitting an activity card. Click here for resources to help you prepare. Attend a preparation workshop at Career Planning.

Contact Us!
206 Sisson Hall
Monday –Friday: 8:30am - 4:30pm
Walk-In Hours: Tuesday & Wednesday 1pm – 4pm
(315) 267-2344
Email: career@potsdam.edu
http://www.potsdam.edu/offices/career/
Public Relations & Marketing Internship

Consider the Career Planning Public Relations & Marketing Internship! It gives you the opportunity to gain experience in the field and improves your skills in that area. You can earn 6 upper division credits while learning relevant skills over the course of two semesters. For more information, contact Career Planning (career@potsdam.edu) or Amy Tiernan at tiernaal195@potsdam.edu

Tips for Job Searching Success

1. Seek Professional Assistance: Finding a job can be tough. Come in to Career Planning!
2. Conduct A Self-Assessment: See what kind of job you want.
3. Develop A Neat And Organized Resume And Cover Letter: Create a resume and cover letter that is targeted towards a specific job.
4. Network: Connect with employers face to face or on different platforms such as LinkedIn
5. Explore Your Options: Look at all different types of jobs
7. Send Thank You Letters: Send a sincere and tailored thank you letter. Only 10% of candidates do this and it can be that one thing to set you apart from others.
8. Be Patient: Don’t upset yourself if you haven’t heard back from a job.
9. ALWAYS Follow Up: Its perfectly acceptable and recommended that you follow up with a phone call if the employer has not contacted you.

Source: www.labor.state.ny.us

Check out our great NEW SERVICES

InterviewStream:
InterviewStream is video recording software online. It lets you practice interviewing until your satisfied. Click here to get started!

Careerspot Videos:
Careerspot Videos are quick, basic tips on job searching, internships/Co-ops and career exploration.
Get started by clicking here

Stay Updated!
“like” us on FB: SUNY Potsdam Career Planning

Newsletter Created by: Amy Tiernan, Public Relations/Marketing Intern