



DEAR STUDENTS,

Spring is here, and with it comes the time to register for courses for the summer session and next fall semester. For graduating seniors it's the time to go full-out on your job search or finalize graduate school plans! This issue of the CACD newsletter includes information and tips to help you in all of these pursuits. Our website, <http://www.wagner.edu/cacd> is a valuable resource as well.

Although the activities listed above and the resources described in this newsletter span across all the years of your time at Wagner, one of the things they have in common is that **all of them require action on your part in order to gain any benefit!** Your parents may encourage you, and faculty and administrators may remind you, but ultimately it is up to you to:

- * outline your course requirements,
- * meet with your advisor,
- * engage in major and career exploration,

- * get a tutor and/or see a WIT,
- * write your resume,
- * attend a mock-interview practice session,
- * get an internship and/or Senior LC practicum,
- * apply for jobs or graduate school, and
- * be prepared for life after Wagner.

I urge you to commit yourself to taking action on at least one of the items listed above, and then read on for details about workshops and services designed to help you succeed. Be sure to make an appointment to meet with an Academic and Career Development staff member so that we can assist you in meeting your goals. We can be reached at 718-390-3181.

Best wishes for a strong finish to your semester,

Anne Goodsell Love, Ph.D.
*Dean of Academic and
Career Development*

UPCOMING CAREER FAIR

The Center for Academic and Career Development is sponsoring their annual ***2008 Bridges to Success Collegiate Job Fair.***

The fair will be held
April 1, 2008

at the College of Staten Island. Students will have an opportunity to meet with over 50 companies representing many industries to learn about job and internship opportunities. A Wagner van will shuttle students, for free, to and from the fair. The fair hours are ***10:00am-2:00pm.*** The van can be met at the Tiers gazebo starting at 9:30 am; the van will run continuously until the end of the fair.

Bring many resumes and dress professionally.

***For job and internship
descriptions, visit our
website***

***[http://www.wagner.edu/
cacd](http://www.wagner.edu/cacd)***

WAGNER INTERNSHIP & CAREER SEARCH (WICS) SYSTEM

The Center for Academic and Career Development (CACD) is happy to announce the Wagner Internship and Career Search (WICS) system, powered by eXperience.com. The WICS system is our new online internship and job search database. Students using WICS have access not only to the internship and job opportunities that are offered to Wagner students, but also to thousand of others across the country secured by the Experience network.

Along with internship and job listings, the WICS system provides students with access to a variety of other career exploration and career preparation resources. Experience provides a variety of “channels” for students to explore; the channels feature industry specific information, career paths, student blogs, job opportunities and a host of other information. Some channels featured on the Wagner student home page

include: Diversity, Marketing, Social Enterprise & Nonprofit, and Finance. Through the WICS system students also have access to *Hoovers* Employer Searches and a Salary Wizard from Salary.com. Ordinarily students and job seekers have to buy subscriptions to these

sites, but Wagner students utilizing the WICS system have free access to these services. The *Hoovers* Search provides company information on over 40,000 employers, a valuable tool for students preparing for interviews. The Salary Wizard provides average salaries for a variety of jobs, to assist during career planning and salary negotiations.

These are only a few of the features available to students using the WICS system. **We encourage all students to spend time exploring the site regardless of their year or major.**

Students can login to the WICS system by visiting the CACD website and clicking on the “Internships” or “Jobs” buttons within the student tab or by following this link: <http://wagner.erecruiting.com/er/security/login.jsp>. The login information for each student is: user name: full Wagner e-mail address (i.e. student.sample@wagner.edu or ssample@wagner.edu), and password: six digit Wagner student ID number. If you experience any trouble or difficulties logging in please contact the CACD at cacd@wagner.edu or 718-390-3181.

YOU'RE HIRED! MOCK INTERVIEWS TO GET THE JOB YOU WANT!

Applying for a job or internship? Once your resume and cover letter have been written, edited, and submitted and you have heard back from the company, you may need to go on an interview.

To assist students with this often-times nerve-wracking experience, the CACD held our first Mock Interview night of the spring semester on March 11. Students preparing for job, internship, and graduate school interviews participated. Interviewers were Lisa Bennett '85, Vice-President for Communications at J. P. Morgan Chase, and Assistant Professor of Chemistry, Dr. Wendy deProphetis Driscoll.

The next Mock Interview night is Wednesday, **April 9, 2008**. Employer partners and alumni from a variety of industries will conduct practice interviews for students of any year or major. To sign up for an interview time, contact Victoria Crispo at vcrispo@wagner.edu or call 718-390-3181. Don't let your anxiety get the best of you! Take advantage of this offer for friendly coaching and encouragement. RSVP today!

INTERNSHIPS... DO I NEED ONE?

The simple answer is *yes!*

Traditionally internships have been thought of as necessary only for business or pre-professional students. According to Merriam-Webster the definition of an intern is “an advanced student or graduate usually in a professional field (as medicine or teaching) gaining supervised practical experience (as in a hospital or classroom).” More and more students, however, in a wide range of majors and career fields are finding internships to be a vital part of their education and college experience.

We encourage students of all majors to pursue internship opportunities whenever possible. Internships can be for credit or not for credit and may be paid or unpaid. Internships can be taken at almost any point during your academic career. Students can pursue internships during the fall, spring, and summer semesters. Students interested in taking an internship should discuss it with their faculty advisor to best determine how it fits in their major and degree requirements.

There are many benefits of participating in an internship. Internships are an excellent way to gain real world work experience in a professional setting, whatever that

profession may be. Students doing internships have the opportunity to utilize the skills and knowledge they are developing in the classroom in practical application outside of the classroom. Internships are also a tool for students to use to gauge their interest or desire to work in a particular field, specialty, or company. Internships can help you begin networking with professionals in your desired career field to help you during your job search process. Some internships can even lead to future full-time employment. In a recent survey done by Experience, Inc. 54% of employers surveyed view their internship program as a pipeline for full-time hires. What can be better incentive than that?

Need help finding an internship? *The Wagner Internship and Career Search (WICS)* system is the place to begin your search. By logging in to WICS students have access to internships posted to Wagner as well as thousands of others in our network. Visit www.wagner.erecruiting.com to login.



PREPARING FOR AN EFFECTIVE ADVISING APPOINTMENT

There are several things you can do to prepare for your advising appointment that will allow the session to be more useful to *YOU*.

1. Look at the Schedule of Classes for courses you want to take next semester (and the summer, if desired).
http://www.wagner.edu/registrar/undergraduate_course_schedule
2. Print out your transcript from WWAM.
3. After reviewing your transcript, make a note of the requirements you still need to complete for your major, minor, and general education requirements. Checklists for these requirements can be found on the major department's webpage. The General Education advisement checklist can be found at www.wagner.edu/registrar and at http://www.wagner.edu/catalog/students/m_c_exploration/major_requirements

EXAMPLES OF GOOD QUESTIONS:

“Considering my career interests, which of these two courses would be best?”

“How would this course enhance my resume?”

EXAMPLES OF NOT-SO-GOOD QUESTIONS:

“What should I take?”

“What do I still need?”

“How many units do I have?”

4. Make a list of potential courses for your advisor to review with you.
5. Make a list of any other questions you have for your advisor.
6. Check WWAM to make sure there are no Holds on your account.
7. Meet with your advisor one week prior to your registration timeslot so that you are ready to register on time.

HONORS AND SENIORS REGISTRATION

Monday, March 31 thru Friday, April 4

JUNIOR REGISTRATION

Monday, April 7 thru Friday, April 11

SOPHOMORE REGISTRATION

Monday, April 14 thru Friday, April 18

FRESHMAN REGISTRATION

Tuesday, April 22 thru Monday, April 28

THE CENTER FOR ACADEMIC AND CAREER DEVELOPMENT - CACD

The Center is available for career counseling, academic advising, mock interviews resume and cover letter preparation and many other services.

**MONDAY – FRIDAY
8:30 a.m. – 4:30 p.m.**

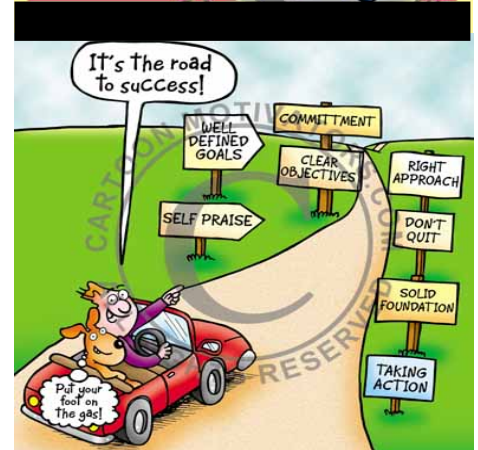
Call (718) 390-3181 or email us at cad@wagner.edu to schedule your appointment today!

HORMMANN LIBRARY STUDY CENTER

The Horrmann Library Study Center consists of the Writing Center and the Peer Tutoring Center offices. The offices provide specially trained Writing Intensive Tutors (WITs) on how to improve writing skills, and outstanding peer tutors on academic subjects. Students receive this academic support free of charge-on a drop-in basis, by appointment, or through establishing an ongoing tutoring schedule for all or part of the semester.

The Writing Center is located on the main floor of the library and Peer Tutoring is on the lower level of the library. The schedules for both are on the web.

POSITIVE THOUGHTS



MOCK INTERVIEWS
to get the job YOU want!
WEDNESDAY, APRIL 9TH 6:30 PM
Practice your interview skills with companies such as:
PFIZER
ENTERPRISE RENT-A-CAR
NY DEPARTMENT OF EDUCATION
PARTNERSHIP FOR A DRUG-FREE AMERICA
To sign up or if you have any questions- email:
vcrispo@wagner.edu