

DECISIONS



UNIVERSITY OF MINNESOTA
CROOKSTON

Career & Counseling Department

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From the Director



Welcome!

I am pleased to say welcome to new students and welcome back to returning students for Spring Semester to the UMC Career and Counseling Department! You have chosen wisely in your decision to return to UMC for you college education. Spring begins another exciting cycle of learning and self-discovery and our Decisions

Newsletter is one way we can inform you of career and counseling information that will help you during the coming year. Once a month beginning February 2009 through May, 2009 a new issue of this newsletter will give you reminders of important dates, upcoming job fairs, workshops, seminars and alert you to job search information and GoldPASS registration with career services. We also provide assistance for you in all facets of your educational endeavors.

We would be pleased to help you decide what career direction to follow through job search assistance now and after graduation and everything in between. Please check us out on our website at: [www. http://www.umcrookston.edu/ccs/](http://www.umcrookston.edu/ccs/). Copies of "Decisions" will be available on-line, in the Eagles Nest, the student center lounges, Admissions Office, Registrar's Office and in Residence Halls.

Tips For Job Seekers in a Troubled Economy

Job hunting in today's economy requires the job seeker to pull out all the stops. These tips and tools can help expedite your search during these challenging economic times.

MAP OUT A PLAN – You will need a plan and commitment to work that plan for a few hours each day. Decide what it is you want to do and pursue jobs in those fields of employment. Create a target list of companies. Search job boards online and in print, as well as government sites and employment recruiters. Utilize several methods in order to get a job quicker. These methods can include personal contact, school career planning and placement offices, and directly contacting employers.

MARKET YOURSELF - Make yourself and your skills more visible. Post your résumé in more places, such as online job boards, and going to job fairs. Highlight accomplishments, transferable skills, and leadership roles you've

held on campus or in the community. From your résumé to your clothes and grooming, don't ignore a single detail of your "image" or "brand". You will face more competition than ever before. Be absolutely sure that at all times, you look and act like someone an employer would want to hire. You never know where your paths will cross.

DON'T BE LOCATIONALLY CHALLENGED – Early in your career location should generally take a back seat to job content and the quality of the company you are going to work for. You want the job that gives you the most potential for your next career move and the one after that. Think long term.

DO YOUR HOMEWORK – Some industries are prospering despite the recession climate. Concentrate your job search in growing industries; try to avoid focusing on jobs in a dying field if you can. There are always businesses that survive – even thrive – in economic downturns; healthcare, security, repair businesses, green/environmental services, etc... Research the market and possible employers that are a fit and hold promise of success in a rough market.

MANAGE YOUR MINDSET AND EXPAND YOUR SEARCH - Abandon assumptions, excuses and non-serving habits. Accept that a job search in a tight market requires you to do things that make you uncomfortable. Be open to possibilities and don't limit your choices to one job, one career, one industry, or even one geographical location. Yes, you should focus on what jobs will make you happy. Sometimes, however, you will need to make money. If you've been searching for your dream job and are not making progress, consider the possibility of biting the bullet and taking a job that you are qualified for. It might open the door to other opportunities. It might give you an arena in which to hone skills, cultivate contacts and earn a paycheck until your dream job opens up. Don't limit yourself to one type of position. Think about five or more different positions you can pursue simultaneously.

MAKE AN EFFORT DAILY – Do at least one thing every single day in support of your job search. Make a phone call, refresh your résumé, email a new contact, attend networking events. If you need to, purchase a tiny notebook and track your daily job search activities.



On January 1, 2009, the University of Minnesota Crookston joined the ranks of tobacco free workplaces. As early as 2002,

according to Fichtenberg and Glantz writing in the British Medical Journal, 69 % of American workplaces employing 103 million Americans had already gone smoke or tobacco free.

The decision to go tobacco free was made in the spring of 2008 following a gradual move in that direction that considered the implications of the decision for the campus. Campus forums and presentations were held and input was accepted from a variety of sources representing all aspects of the discussion. In the end, with an overriding concern for the health of all members of the campus, the decision to go tobacco free was made, and UMC joined with several regional institutions that had already made that commitment.

Since that time, UMC has disseminated information and resources on the topic and hosted speakers funded by Clear Way Minnesota which sponsors the Quit Plan programs around the state. Persons interested in learning more about smoking cessation may also contact campus personnel in Student Health or Counseling. Students carrying the student health plan and faculty and staff health plans also include funding to support nicotine replacement therapies and other smoking cessation efforts. Anyone that knows anything about nicotine addiction knows that quitting is really tough and that people need a plan to increase their success, but for those who needed just one more reason to try, they have it now.

If you or a friend or a loved one is thinking of quitting, visit Clearwaymn.org or the Mayo Foundation for Medical Education and Research which hosts a website called "Become an Ex" and find out more about smoking and tobacco cessation.

Studies show that Inactivity, drinking pack on pounds for College Students!

Many college students don't gain the dreaded freshman 15 their first year away from home, but they do pack on 6 to 9 pounds, two studies show. Why? Key reasons include dramatic increases in beer drinking and significant decreases in physical activity.

The latest studies were conducted at Indiana University in Bloomington, and Tufts University in Boston. Indiana researchers surveyed 272 female students and 149 males on the campus about their weight and lifestyle

- habits. The findings, presented at the recent meeting of the Obesity Society in Phoenix:
- 60 percent of students say they gained weight from the beginning of their freshman year to the beginning of their sophomore year. The women say they put on 7 1/2 pounds; men, almost 9.
- 67 percent of the women gained weight from the beginning of their freshman year to the beginning of the senior year, putting on an average of 10 pounds; 86 percent of men gained an average of 14 pounds during that time.
- 76 percent of female students and 33 percent of males say they eat when under stress.

The Indiana researchers also found that college students are drinking more and exercising less than they did in high school. Male students reported drinking two to four times the number of beers they drank each week while in high school. Depending on the brand and type, 12 ounces of beer has between 100 to 175 calories.

Female students reported doubling or tripling their beer intake, although they generally drink fewer beers than their male counterparts.

Both men and women report doing aerobic exercise two to three times a week in college, compared with the four times a week they worked out as high school seniors.

Amanda Wood, a researcher on the Indiana study, says the weight gain doesn't "magically stop after the freshman year" if students continue their unhealthy lifestyles, including drinking a lot of beer and not exercising. "If you go out three nights a week and have four beers each night, there's your 12 beers a week, and that's a lot of extra calories."

Tufts University researchers analyzed data on 322 students and found that those who gained put on an average of 6 1/2 pounds their freshman year and an average 10 pounds total during their college careers.

"The freshman year is a critical time for students transitioning to making their own lifestyle decisions," says researcher Jennifer Sacheck, an assistant professor of nutrition at Tufts. "They need to be cautious in cafeterias about portion sizes and returning for seconds," she says.

Center for Research, Indiana University Bloomington and Tufts University Research Center (2008)



UMC's Career Services Office has many services available to UMC Students and Alumni including the overall University GoldPASS system that is an on-line job posting and resume search system.

For many years, career services offices throughout the University of Minnesota campuses have used multiple paper or software systems for job posting, résumé search and on-campus recruiting coordination. In keeping with the University's goal of making ourselves more accessible to the U of M students system wide. GoldPASS makes reaching students more efficient for employers and will result in students having access to a greater variety and number of job postings. Students have easy access to: Full-time jobs, part-time jobs, internships, fellowships, summer positions, temporary positions, volunteer opportunities and research opportunities. Check out the GoldPASS system at <https://goldpass.umn.edu/>. Any questions or concerns about GoldPASS should be directed to UMC's Career Services Office at 281-8586 or 281-8585.

UMC students looking for help with résumé writing, interviewing techniques and graduate school planning can find free on-line tutorials on the Career and Counseling Department web page at <http://www.umcrookston.edu/ccs>.

On-line workshops available:

Résumé Writing <https://umconnect.umn.edu/resumes/> Get an overview of what to include on your resume and inside tips for making your skills stand out to employers.

Interviewing <https://umconnect.umn.edu/interviews/> Learn what you can do before, during and after an interview to increase your odds of landing a great job or internship.

Graduate School Planning <https://umconnect.umn.edu/gradschoolprep/> Learn about the graduate school application process including timeline, tips on how to select a school and what makes a successful application for admission.

Job Fair Success <https://umconnect.umn.edu/jobfairsuccess/> Learn how to prepare for a job fair, how to introduce yourself to employers and gain tips for following up after the fair to increase your chances of securing a job.

INTERVIEWSTREAM

Don't get caught unprepared. FREE, on-line video practice interview available at www.umn.interviewstream.com. See and hear yourself responding to real interview questions. Prepare for any job or graduate school interview with random or pre-selected questions. Critique yourself or share your interview with others. Practice as much as you like. Reserve a computer in the Career Services Office or use your own web cam and computer.

More News from Career Services 3

Featured Job Search Web Sites:

<http://ccs.umcrookston.edu/career/index.htm>

<http://www1.stcloudstate.edu/joblistings/edpost/> Ed Post - Minnesota's Number One Teacher Job Listing Site for Pre-K-12 Teaching and Administrative Positions

<http://www1.stcloudstate.edu/joblistings/internpost/> Intern Post - Postings for Internships and Career Related Work Experience

<http://www1.stcloudstate.edu/joblistings/jobpost/> Job Post - A Great Web Site for College Students to Search for Professional Positions

<http://www.ajb.dni.us/> - America's Job Bank

<http://www.mnworks.org/> - Minnesota's Job Bank

<http://www.usajobs.gov/> - USAJOBS is the official job site of the United States Federal Government. Its your one-stop source for Federal jobs and employment information

<http://www.landit.org/>

Upcoming Events

- * Tuesday, March 3 - Workshop "How to Search for an Internship", 3 - 4 p.m., 244 Sargeant Student Center
- * Tuesday, March 10 - Workshop "Resumes and Cover Letters", 3 - 4 p.m., 244 Sargeant Student Center
- * Wednesday, March 25 - Workshop "Where Are You in Your Job Search", 3 - 4 p.m., Sargeant Student Center
- * Thursday, March 26 - Northwestern Health Sciences University Information Table, 10 a.m. - 1 p.m., in the Northern Lights Lounge of the Sargeant Student Center

Eight Must Use Job Hunting Sites



What are the most helpful job sites on the Web?

For overall free guides to the entire job-hunt process there are eight sites you will find are the most comprehensive and helpful:

1. WWW.JOBHUNTERSIBBLE.COM, run by Richard Nelson Bolles.
2. WWW.JOB-HUNT.ORG, run by Susan Joyce.
3. WWW.JOBSTAR.ORG, run by Mary Ellen Mort.
4. WWW.RILEYGUIDE.COM, run by Margaret F. Dikel.
5. WWW.QUINTCAREERS.COM, run by Dr. Randall Hansen.
6. WWW.CACAREERZONE.ORG, run by California Career Resource Network. From the home page you have the option to run the site under Text, Graphic, or Flash. Choose Graphic.
7. WWW.ASKTHEHEADHUNTER.COM, run by Nick Corcodilos.
8. WWW.INDEED.COM, run by a privately held company founded by Paul Forster and Rony Kahan, with the New York Times Company among its shareholders. This website is the answer to a job hunter's prayer. There are thousands of "job-boards" on the web as well as employers' own company or organization sites. Nobody wants to look through everyone of them. This site will sweep through all of them for you, and summarizes what it finds. It is the most comprehensive job search service on the Web, as it "plucks" job listings from thousands of company websites, job boards, newspapers, and associations.

Information obtained from "What Color is Your Parachute? 2009" Edition by Richard Nelson Bolles

Graduate Placement

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The following is a summary of the University of Minnesota, Crookston students who graduated during the 2005-2006 academic year. One hundred and ninety (190) surveys out of two hundred and forty mailed out (240) were completed and returned (79% of graduate surveys completed). Fifty graduates (22%) did not respond.

The survey consisted of seventeen (17) questions in total and some respondents chose to skip some of the questions while some did not complete the entire survey.

Ninety-four percent (94%) of those that responded indicated that they were employed. Of those that were employed, 92% were employed full-time and within their major. Eight percent (8%) reported they were employed in an unrelated field.

Seven percent (7%) of respondents indicated that they were currently continuing their education.

Ninety-six percent (96%) of survey respondents indicated they were very satisfied or satisfied with their education at UMC.

The following is a survey of the University of Minnesota, Crookston students who graduated during the 2006-2007 academic year. One hundred sixty five (165) surveys out of 214 surveys were completed (77% of graduates surveys completed). Forty nine (23%) graduates did not respond.

The survey consisted of seventeen (17) questions in total and some respondents chose to skip some of the questions while some did not complete the entire survey.

Ninety Eight percent (98%) of those that responded indicated that they were employed. Of those that were employed, 89% were employed full-time and within their major and 11% reported that they were employed in an unrelated field.

Ten percent (10%) of respondents indicated that they were currently continuing their education.

Ninety percent (90%) of survey respondents indicated they were very satisfied or satisfied with their education at UMC.

The University of Minnesota is an equal opportunity educator and employer. The University of Minnesota is committed to the policy that all persons shall have equal access to its programs, facilities, and employment without regard to race, color, creed, religion, national origin, sex, age, marital status, disability, public assistance status, veteran status, or sexual orientation.