

Life After Lawrence NOW!

Career Services

Fall Term 2012–13

Welcome to Career Services!

From the classes you take to the co-curricular activities you are involved with, everything you do at Lawrence plays a role in helping you prepare for the future. The study of liberal arts serves as a strong foundation for entering the world of work or furthering one's education through the pursuit of a fellowship, scholarship or graduate school, and we seek to help make your transition smooth.

We work with freshmen as they develop their résumés and begin to reflect on their interests, sophomores as they hone their interests in anticipation of selecting a major and seeking internships, and juniors and seniors as they evaluate graduate or professional schools and the world of work.

Some of our offerings include:

- Workshops
- Drop-in hours to meet with a staff member 1:1
- Career Cart on the Go
- Lawrence Scholars programs with the opportunity to meet alumni
- Site visits through our Think Globally, Explore Locally program

We are excited to help you begin your journey to **Life After Lawrence NOW!** We encourage you to get to know us!

All the best,

Mary Meany '83
Dean of Career Services

Mission Statement

Lawrence University encourages students to think about **Life After Lawrence NOW!** As part of the student affairs division, Career Services provides a comprehensive program to support the relationship between academic planning and career planning within a liberal arts environment. This includes collaborating on strategies to support internships, pre-professional advising, graduate/professional school, scholarships/fellowships and job placement. In addition, Career Services partners with alumni, faculty and staff to identify networking opportunities, outreach events and programs to assist in **Life After Lawrence NOW!**

Career Services Staff



Mary Meany '83, Dean of Career Services

- Provides career services, which support the relationship between academic planning and career planning within a liberal arts environment.
- Collaborates on strategies to support internships, pre-professional advising, graduate/professional school, scholarships/fellowships and job placement.
- Partners with alumni, faculty and staff to identify networking opportunities, outreach events and programs to assist in **Life After Lawrence NOW!**



Cassie Curry, Employer Relations Coordinator

- Partners with for-profit and non-profit organizations locally, nationally and internationally to help build strong relationships between students and employers in diverse fields.
- Develops programming to help students prepare for **Life After Lawrence NOW!**
- Works with alumni and employers to plan and organize Think Globally, Explore Locally events.
- Advises students and alumni on résumés, cover letters, personal statements, mock interviews and internship and job searches.



Tricia Plutz '03, Internship Coordinator

- Fosters relationships with students, faculty, staff, alumni and internship sponsors to ensure a beneficial experience in preparation for **Life After Lawrence NOW!**
- Assists with identifying and securing internships, networking opportunities and shadow experiences.
- Supervises internships.
- Advises on preparation of résumés/cover letters.



Erin Chudacoff '00, Associate Director of Alumni and Constituency Engagement for Career Services

- Partners with Career Services and the Office of Alumni & Constituency Engagement to identify and engage alumni support for outreach and networking opportunities.
- Collaborates with alumni, faculty and staff on the Lawrence Scholars and Shadow programs and other venues to provide students more insight and visibility into potential career options for **Life After Lawrence NOW!**



Grace Kutney, Career Technology Specialist

- Develops and maintains the Career Services website.
- Manages social media (e.g., blogs, Twitter, Facebook).
- Produces and edits podcasts and videos.



Sue Knott, Administrative Assistant

- Schedules appointments with staff.
- Markets and coordinates events and programs.
- Assists students with printing and faxing résumés.



Career Services Hours

Office Hours

Monday–Friday, 8 a.m.–noon and 1–5 p.m.

Drop-in Hours

Monday, 3–4 p.m.

Tuesday, 4:30–6:30 p.m.

Wednesday, We will come to you!

Watch for our Career Cart on the Go in a variety of campus locations!

Thursday, 10 a.m.–noon

Friday, 9–11 a.m.

Drop-in hours are regularly scheduled set blocks of time when you can come to Career Services without an appointment to ask quick questions about résumés, cover letters, CVs or any other career-related topics.

Core Workshops

Job Search 101: Did you know that 80% of jobs are found with introductions? Learn more about effective job search strategies.

Networking 101: Learn more about the importance of networking, how to prepare for upcoming events, and how alumni can help you with introductions.

Résumé & Cover Letter Assistance: Come for help with a résumé or cover letter. If you already have a résumé or cover letter drafted but have questions, bring them with you (if you have a laptop to access your documents electronically, even better).

Graduate School: Questions about applying to grad school? You won't want to miss this session! Receive a FREE 2013 edition of *U.S. News & World Report's Best Grad Schools!*

Gap Year Options: A gap year is a period of time when students take a break from formal education to travel, volunteer, study, intern or work. Come learn about gap year options for your *Life After Lawrence NOW!*

Internships 101: Learn about the internship process, tools available through Career Services and search techniques.

Watch the Career Services bulletin boards, table tents and website for dates and times of workshops.

New Workshop

Seniors: Support, Strategies and Success (S⁴)

Are you a Senior? Do you have a plan? Do you have a goal? Do you have a job? If you answered no to any or all of these questions S⁴ is right for you! S⁴ will provide you the tools to promote your skills, create quality application materials, build your personal brand and feel energized about your future!

S⁴ will meet on the following Thursdays from 11:15 to 11:45 a.m. All sessions will take place in Warch Campus Center, Kraemer Room. Bring your lunch!

September 20	Getting Started
September 27	Advanced Résumé and Cover Letter
October 4	Interviewing
October 11	Networking
October 25	Researching your Industry and using Social Media in your Job Search
November 1	Values and Transitioning
November 8	Reflecting and Taking Action

Complete the S⁴ program and you're eligible for a raffle drawing.

A career advisor will be available for individual questions from 11:45 a.m. to 12:15 p.m.

Programs



Career Services partners with local and regional for-profit and not-for-profit organizations to provide you with an experience that will give you a sense of the opportunities available through the host organization as well as in similar organizations elsewhere in the world. The initiative is intended to give you an on-site glimpse into the workplace and to promote the view that the greater Fox Valley and eastern Wisconsin area can be seen as a microcosm of the national and global job market.

Deloitte.

Deloitte

Monday, September 24, 2012

Leaving from Wriston turnaround at 4:30 p.m.

Meet with Jonathan Bauer '83 at the Milwaukee office for pizza and advice on careers and recruiting timelines at Deloitte.

- Deloitte provides audit, consulting, financial advisory, risk management and tax services to selected clients.
- Deloitte has multiple offices in the United States and abroad.



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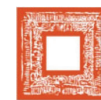
Sentry Insurance

Thursday, October 18, 2012 (Fall Mid-Term Reading Period)

Leaving from Wriston turnaround at 9 a.m.

Tour Sentry and learn more about its Leadership Development Program and summer internships.

- Sentry hires students in a variety of areas including: actuarial, claims, accounting, finance, internal auditing, human resources, IT, loss control, sales, support services and underwriting.
- Sentry's corporate headquarters is located in Stevens Point.



URBAN EVOLUTIONS

Reclaimed Flooring, Timbers, Siding & Other Architectural Elements since 1995

Urban Evolutions

Tuesday, October 30, 2012

Leaving from Wriston turnaround at 4:30 p.m.

Tour Urban Evolutions and hear how a local company is designing environmentally friendly stores, using reclaimed wood, for national companies such as: Nike, Burberry, Urban Outfitters and Anthropologie.

- Find out how the entrepreneurial spirit helped Robin Janson grow a local company into a national brand.
- Urban Evolutions is located in Menasha.



Remember to sign up for events on [Uworks](#)

Internships

"My internship provided me with an opportunity to interview Chicago Cubs players Kerry Wood (I've been a fan of his for so long), Geovany Soto and Anthony Rizzo. I was really nervous but I feel like I stayed composed and confident on the outside. The players responded to my questions very well. Truly a special day for me, words can't describe the greatness of the experience."

—*Daive Harris '13, intern at ABC 7 Chicago*

Internship Summit

Get a head start on securing your internship by networking with your peers to learn how they landed their internships and hear about their experiences.

Monday, October 1, 2012, 6–7:30 p.m.

Warch Campus Center Gallery

Congratulations to our 2012 summer interns!

Thank you to the local, national and international organizations that hosted Lawrence student interns!

95 Percent Group
ABC 7 Chicago
Anthropologie
Appleton Downtown, Inc.
Attic Theater
Audubon
Aurora BayCare Sports Medicine
Bay Atlantic Symphony Orchestra
Boldt Construction
Building For Kids Children's Museum
Camp Ramapo
Cedarburg Cultural Center
Center for Governmental Studies
Chamber Music America
Chicago Film Archives
WTMX Hubbard Radio
CME Group
Cornerstone Minnesota
Deep Listening Institute
Door County Land Trust
Esaana Ink
Fair Wisconsin
Family and Children's Center
Fox Valley Symphony
GlamourGals Foundation
Health Development Initiative—Rwanda
Heartland Alliance
Heckrodt Wetland Reserve
Humphries Job Corp
IndyFringe

Infinite Insurance
Jamie Wall for Congress
Lawrence University
Leo Baeck Institute
Live54218
Milwaukee Repertory Theater
National Priorities Project
New York Jazz Academy
Oceans of Fun
Olbrich Botanical Gardens
Olivera Music Entertainment
Open Books
Outreach Community Center
Park Ave Center
Penguin Group USA
RBC Wealth Management
Representative Joe Walsh
Riverview Gardens
Sentry Insurance
SLUG
Springfield Regional Arts Council
TG Analytical Labs
The Center for Book Arts
University of Notre Dame
Weill Music Institute
Weis Earth and Science Museum
Winnebago County Public Health Department
Woodland Dunes Nature Center
YouthMuse
Zinch China

LSB Scholarship application and selection process

If you aspire to succeed in a career in business, apply for an LSB Scholarship for a summer internship at a pre-selected organization. Recipients will be awarded a stipend of \$5,000.

Application deadline for LSB scholarships: Friday, September 28, 2012.

For more information, visit www.lawrence.edu/scholars/business.shtml

Special Events

Career Conference: Saturday, October 13, Briggs Hall
Join us for a series of Lawrence Scholars sessions to learn about opportunities for **Life After Lawrence NOW!**

In addition, look for new sessions on:

- What to do with a history major?
- What to do with a psychology major?
- Gap year opportunities
- Life After Lawrence tips from young alumni

**Network New York
Kick-off Reception: Tuesday, November 27
Shadow in the Workplace: December Break**

Join alumni and other Lawrentians at a networking reception to see how your liberal arts background can benefit you in **Life After Lawrence NOW!**

Meet New York area alumni who have volunteered to host you at their workplaces during the December break. You will be matched, according to your indicated career interests, with alumni who will help you explore career possibilities and give you a glimpse into the typical work day.

"Thought to Action: Life After Lawrence NOW!"

Use the career action plan below to keep you on track Fall Term.

Think Globally, Explore Locally

- Deloitte, September 24 • 4:30 p.m.
- Sentry Insurance, October 18 • 9 a.m.
- Urban Evolutions, October 30 • 4:30 p.m.

On-Campus Events

Meet recruiters from the following companies:

Sentry Insurance: Thursday, September 27

11 a.m.–1 p.m. Information table: Warch Campus Center
By appointment Mock interviews
6–7 p.m. Information session: Warch Campus Center, Schumann Room
Feel free to bring your dinner!

Northwestern Mutual: Thursday, October 4

11 a.m.–1 p.m. Information Table: Warch Campus Center
By appointment Mock interviews
5–6 p.m. Information session: Warch Campus Center, Kraemer Room
Feel free to bring your dinner!

Willis: Wednesday, October 24

11 a.m.–1 p.m. Information table: Warch Campus Center
5:30–6:30 p.m. Information session: Warch Campus Center, Parrish/Perille
Feel free to bring your dinner!

Workshops

- Job Search 101
- Networking 101
- Résumés and Cover Letter Assistance
- Graduate School Session
- Gap Year Options
- Internships 101
- Seniors: Support, Strategies and Success (S⁴)

Lawrence Scholars Events

- LSB Scholarship Application completed (9/28)
- Career Conference (10/13)

Internship Events

- Internship Summit, October 1
- Attend drop-in hours, register for Internships 101, visit the Career Cart on the Go and make a one-on-one appointment with a career advisor to discuss my future. Call 920-832-6561 or email careerservices@lawrence.edu.

Special Events

- Career Conference (10/13)
- Network New York (11/27 & December Break)



Remember to sign up for events on LLworks



Career Services

113 S. Lawe St. (across from Raymond House)

careerservices@lawrence.edu

920-832-6561

www.lawrence.edu/dept/student_dean/career