



Career Center Career Services and Experiential Education



Your university experience is more than an investment of time, money, and effort - it's an investment in your future. Our Career Center has services and resources available to help you explore your career interests, abilities, and aptitudes. Quite simply, we help our graduates prepare for jobs - great jobs - in a wide variety of areas. Our graduates have an edge over other applicants due to their excellent college preparation, along with attentive career services before and after graduation.

Services Offered

University of Jamestown's Career Center assists you from the decision-making point through job acceptance. The Center will help you in many areas of planning, including:

- career search assistance
- internship and job search assistance
- resume and interview preparation
- occupational and employer research
- geographic research if relocating or job hunting in other areas of the country
- resource materials available to learn more about and plan for graduate school
- study abroad information and assistance

Resources

- Focus 2, an online career assessment and occupational exploration tool
- Career Insider, a comprehensive set of career planning, job search skills and employer websites, videos, published information and a job/internship board
- Jimmie Job Link & TeamND, employment and internship openings

Employers Say

Leading employers can hire candidates from any college. Many look for University of Jamestown graduates because they are very well-prepared to meet

today's career challenges. A quality education matters to employers. A solid education, outstanding work habits, and strong teamwork skills are just a few hallmarks employers notice in University of Jamestown graduates. When considering new college graduates for job openings, employers are looking for leaders who can work as part of a team and communicate effectively, according to respondents to NACE's Job Outlook 2015 survey. Attributes that over 60% of the employers look for are:

- Leadership
- Ability to work in a team structure
- Written communication skills
- Problem-solving skills
- Strong work ethic
- Analytical/quantitative skills
- Technical skills
- Verbal communication skills
- Initiative
- Computer skills
- Flexibility/adaptability
- Interpersonal skills

Generally, employers say they want graduates who have achieved a well-rounded education, participated in an internship, extracurricular and volunteer activities.

UNIVERSITY OF JAMESTOWN
FACULTY AND STAFF ARE
MORE THAN WILLING TO
PROVIDE YOU WITH
PERSONAL REFERENCES FOR
PROSPECTIVE EMPLOYERS.
THESE REFERENCES
PROVIDE FIRST-HAND
INFORMATION ABOUT YOU
AND YOUR ABILITIES. THIS
WILL IMPRESS EMPLOYERS.

Personal References

You're not just a number to the UJ faculty and staff. They are more than willing to provide you with personal references for prospective employers.

Experiential Education

Experiential Education includes field experience such as internships, job shadows, volunteer work, and consulting projects. Part of the University of Jamestown's philosophy of producing well-rounded graduates involves offering internships in a multitude of areas. Internship opportunities that assist students in making career decisions are now available on campus, regionally, nationally, and internationally to all majors. The career center offers preparation for internship.

The Experiential Education office is also the University's headquarters for study abroad. Through the International Student Exchange Programs (ISEP) exchange or direct programs, our students have access to more than 150 study sites across more than 50 countries and five continents for a full academic year, a semester, or a summer program. The Irish-American Scholars Program, open to all majors and sponsored in part by the Association of Presbyterian Colleges and Universities, provides nominated students an opportunity for study in Northern Ireland. Our program in Urbino, Italy provides nominated students the opportunity to study the spring semester in Italy.

Career Exploration

Occupational resources are available to help you learn about the nature of different careers, the training they require, job outlook, earning potential, and other valuable information.

A personal assessment of you and your goals coupled with occupational, employer, and geographic research, can provide valuable information that will help you make a wise occupational choice and set realistic career goals.

Research prospective employers to learn about their companies, the products and services they provide, types of positions available, and the skills, qualities, attributes, and educational backgrounds they prefer in their employees.

On-campus career fairs and interviews give students the chance to meet many employers. Internships, job shadowing and summer job opportunities are all available from resources provided by the Career Center.

Career Center Staff

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Career Center Director

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Career Center Assistant

The Center's staff encourages students to explore a wide range of majors early in their college years and complete an internship to find the right fit.

Students have the opportunity to meet potential employers at career fairs held throughout the year on campus, in the community, and around the region.

Careers

You can obtain a degree at the University of Jamestown leading toward literally hundreds of careers. Bachelor's degrees in demand are:

- Finance
- Accounting
- Computer Science
- Mechanical Engineering
- Business Administration
- Business Management
- Information Sciences & Systems
- Marketing
- Logistics/Supply Chain
- Management Information Systems
- Nursing
- Criminal Justice
- Communication
- Education
- Physical Therapy



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