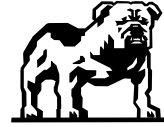


Welcome to The Bulldog Bulletin!!



Every other week, The Citadel Career Center will provide this bulletin outlining career-related news and events. Individual messages may need to be sent if time constraints are of issue; some employers send important information at the last minute or that will not coincide with the timing of the next Bulldog Bulletin.

Location: The Career Center is located at 573 Huger St. (at the corner of Hagood and Huger)
Hours: Monday, Tuesday and Thursday: 8:30am-5:00pm
Wednesday: 8:30am-5:30pm
Friday: 8:30am-4:00pm

Please call ahead (953-1617/1618) or email (CareerCenter@Citadel.edu) to verify hours as staff may be conducting presentations, attending meetings or attending conferences.

Visit us at our website for information and resources: http://www.citadel.edu/career_services/



Career Exploration: Informational Interviewing

Career planning and preparation can be daunting at times. One step you can take to assist in your career planning is to use informational interviews. An informational interview provides you with an opportunity to meet with knowledgeable professionals in order to further explore your career areas of interest. A great time to conduct informational interviews is over winter break. When choosing which organization(s) to contact, choose those which best match your career interests and location preferences.

When contacting the organization, be concise and clear in what you would like to accomplish. Listed below is an example of call that is appropriate in making the initial contact and request:

“Hello. My name is _____. I am a (junior, senior) at The Citadel, majoring in _____. To make good career decisions, I would like to conduct a brief interview with a top-level manager in the organization of greatest interest to me, which is _____. To help me in this regard, may I please schedule a 15-minute meeting with you for either (date 1 or date 2) in your office? What time that day would be best for you? (Verify directions, including office number.) Thank you very much for your help Mr./Mrs. _____; I look forward to meeting with you.”

Develop a list of questions before meeting with each organization. You should begin with questions that focus on the Industry and the Organization, followed by questions geared specifically towards the Interviewee. An example of a question concerning the Interviewee could be: "To reach your current position, what steps did you take (prior positions, etc)?" End with questions that bring the focus to you as an individual. For example, "What should I do to make myself the strongest possible competitor in this industry?"

Bring two copies of your resume on resume quality paper and printed on a laser printer. Following the interview, thank the manager for his/her help. Also, send a thank you email or a letter/card.

Your initiative in conducting informational interviews helps you make good decisions, and is an important part of your career planning.

Tips

~The Information Room located on the second floor of The Career Center contains materials concerning scholarships, programs, and employers. All information listed highlighted in the FYI section below can be found in the Information Room.



Upcoming Events:

Who: Citadel Students (including Evening & CGPS) and Citadel Alumni (as appropriate)

What: The Citadel Fall 2007 Career Fair

When: October 17th from 12:00-3:30pm

Where: The Holliday Alumni Center

Why: To get connected with employers and grad schools, search for jobs, and network with professionals!

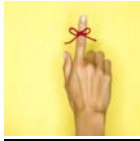
What: The College of Charleston's Teacher Fair

When: October 15, 2007

3:30 - 5:30

Where: Stern Student Center Ballroom

Who: Citadel Students seeking teaching and related school positions are invited by the CofC Career Center to attend.



FYI: Internships/Scholarships/Programs

~**The Elie Wiesel Prize in Ethics Essay Contest 2008** is now accepting submissions. Full-time, college juniors and seniors should submit essays by December 7, 2007 for a chance to compete for prizes ranging from \$500-\$5,000. For contest rules and essay topics stop by Career Center Office or visit www.eliewieselfoundation.org.

~**Dow Jones Newspaper Fund, Inc** announces Summer 2008 Editing Internship positions. Includes: editing stories, writing headlines, and designing pages for leading American newspapers and web sites. An intensive, residential editing course on a college campus w/ travel, room and board provided. Ten week paid internship with \$1,000 scholarships for full-time students returning to school in the fall. To apply: submit application, resume, full-transcript, and a 500 word essay. In addition, each applicant must take a one-hour editing exam administered on a college campus before November 1, 2007, the application postmark deadline. Website: <http://www.newspaperfund.org>

~**The East-West Center Graduate Degree Fellowship**: provides Master's and Doctoral funding for graduate students to participate in educational and research programs at the East-West Center while pursuing graduate study at the University of Hawaii. **The Asia Pacific Leadership Program** is a graduate certificate program combining the development of regional expertise with enhancement of individual leadership capacity. For additional information on either of the above mentioned programs visit www.eastwestcenter.org/studentprograms

~**INFORMATION FROM THE US DEPARTMENT OF STATE – BUREAU OF DIPLOMATIC SECURITY** (<http://www.state.gov/m/ds/>) They are actively recruiting recent engineering graduates with Bachelor of Science degrees in Electrical Engineering for Security Engineering Officer positions. This offers the opportunity to see the world while serving your country to enhance security at over 200 US Department of State facilities located around the world.

All applicants must be US citizens, able to obtain a Top Secret/SCI security clearance, and a class one medical clearance. (Family members must also be able to pass the medical clearance requirement). Starting base salaries range from \$35,864 to \$72,709 depending upon qualifications, experience, and initial assignment. The vacancy announcement and brochure are available at The Citadel Career Center for review. Questions may be directed to the Bureau's job line at 571.345.3783.

~**NAVY RECRUITING COMMAND & NAVFAC** (Naval Facilities Engineering Command)

They will be represented at The Citadel Fall 2007 Career Fair. All majors may inquire about opportunities, but in particular the Navy Recruiting Command seeks Navy Civil Engineer Corps officers and NAVFAC seeks Electrical Engineering majors. Be sure to visit their table at the Fair to have your questions answered. There are some brochures also available at the Career Center.

For questions regarding the Bulldog Bulletin please contact Rachel Martin, Career Center GA at careercenterga@citadel.edu or by calling 953.4841 (M-Th)