

CAREERS ONTRAK

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On-Campus Interviewing	
<ul style="list-style-type: none"> • Students may interview for full-time, internship, and co-op positions with employers coming to campus by going to http://students.georgiasouthern.edu/career/eagletrak.htm 	
<ul style="list-style-type: none"> • Career Services normally brings between 50 and 80 companies on campus each semester to interview students. 	

WELCOME TO CAREER SERVICES

Dear Parents,

I would like to welcome you to the Georgia Southern Office of Career Services and thank you for taking the time to visit our website. We hope that you will find helpful information about careers that may benefit your son or daughter. In the newsletter, you will find information about upcoming Career Services events, current trends in careers, and tips on preparing for careers. Hopefully this information will assist you in understanding more about the steps students should take to succeed in their careers.

Career Services' mission is three-fold: career advisement, experiential education and professional employment. Our office is here to assist students in choosing majors and learning about careers, gaining relevant experience through internships, co-ops, and job shadowing, and assisting students in locating full-time professional employment upon graduation. We work with students from the time they begin school as a freshman to the time they graduate. In addition, we also provide free services to alumni.

Our office has several big events planned for the fall and spring semesters. Our **Eagle Expo/Education Career Fair** provides students with an excellent opportunity to network with employers, learn more about career fields and find jobs. The Career Fairs will be held on Wednesday, October 26, 2005 and Wednesday, February 22, 2006. In addition, the **Dining for Success Program** will be held in conjunction with the Career Fairs on Tuesday, October 25, 2005 and Wednesday, February 21, 2006. The **Annual Graduate School Fair** is planned for Tuesday, November 8, 2005. This fair provides students with the opportunity to learn more about graduate school programs and the admission process. More details about each of these events will be part of upcoming newsletters.

Thank you for your interest in Career Services. If you have any questions or concerns, please feel free to contact our office at 912-681-5197 or email us at careersv@georgiasouthern.edu.

Sincerely,
Amy Rowell
Assistant Director

RECRUIT ON CAMPUS!

Career Services works closely with employers from all career fields and is looking to expand our employer base. If your employer is interested in recruiting and hiring Georgia Southern students, please contact our office and we can arrange an on-campus interview, résumé referral, or job posting. In addition, if you are interested in being a mentor to current students, you may register to be a mentor by going to: www.monstertrak.com. Your password is gsualumni.



Times have changed since the days that the Career Services Office would keep credential files on all students. With technological advances, computers have made it easier to track student records and communicate with employers.

EagleTRAK, powered by MonsterTRAK.com, is our on-line résumé posting site. EagleTRAK allows students to register with Career Services and post their résumés online. Once the résumés are posted, we can then refer them to employers. In addition, students may sign up for on-campus interviews and view job announcements. **Jobs posted include internships, co-op positions, full-time positions, part-time jobs, on-campus student worker and institutional jobs.** In addition, job shadowing/mentoring opportunities are also posted for students.

To register for the program, students must go to <http://students.georgiasouthern.edu/career/eagletrak.htm>. The initial password is gsualumni; however, once registered, students may create their own username and password. Please encourage your son or daughter to register with this program as it allows our office to communicate more effectively with them and to assist them with their job search.

HELP! MY STUDENT NEEDS A PART-TIME JOB!

Is your student looking for a part-time job to help pay the expenses of college life? Beginning in August, students can view part-time jobs around Statesboro on EagleTRAK.

To find open jobs, students follow these easy steps:

- 1) Go to <http://students.georgiasouthern.edu/career/eagletrak>
- 2) Register to create a user name and password, or log-in if one has already been created
- 3) Click on Jobs/Internships and then search for jobs.

Two types of on-campus positions are available for students:

Institutional Jobs : Any student may apply for institutional jobs. These positions are funded by the campus department hiring.

Work-Study Jobs : Students must qualify for work-study through Financial Aid. Students may check their WINGS accounts to find out if they are eligible for these positions.

Studies have shown that students who work at least a few hours per week generally do better academically, are more persistent in completing school, gain self-confidence and are more valuable in the job market. Let Career Services assist your student in acquiring real world experience to help prepare them for their future careers.

Companies Recruiting at Georgia Southern:

September

- 9 Brasfield & Gorrie General Contractor
- 9 Turner Construction
- 20 Gifford, Hillegass, Ingwersen
- 20 Nichols, Cauley, and Associates
- 29 Hancock, Askew, & CO
- 30 Habif, Arogeti, & Wynne

October

- 4 Georgia Dept. of Audits and Accounts
- 4 Mauldin & Jenkins
- 5 ABF Freight Systems
- 6 Draffin & Tucker
- 12 Moore Colsin
- 14 BB&T
- 18 Cbiz Accounting, Tax, & Advisory of Atlanta
- 27 Disney
- 27 Progressive Insurance
- 27 Sherwin-Williams

DARE TO DECLARE



Encourage your student to attend a series of interactive programs designed to “open the door to their futures.”

Thursday, September 29
9:30am-3:00pm

9:30am-10:30am	Major Decisions (GCIS Assessment)	1st Floor Computer Lab
Learn more about your interests and skills by taking GCIS, an interactive computerized career assessment program. Your results will be interpreted by a professional career advisor. (Limited to the first 28 students who register.)		
9:30am-10:45am	Major Decisions (Self Directed Search)	Room 2080
Learn more about your interests, skills, and values by taking the Self Directed Search, a popular career assessment. Your results will be interpreted by a professional career advisor.		
11:00am-12:00pm	Major Career Planning	Room 2080
Plan your future career by creating a four-year action plan and learning steps you can take now to succeed.		
12:30-1:30pm & 2:00-3:00pm	Values & Skills: Things of Major Importance	Room 2080
Identify your personal values and skills and how they relate to your career choices.		
12:30-1:30pm & 2:00-3:00pm	Gaining Major Experience	Room 2084
Learn more about the benefits of job shadowing and how to gain relevant experience through internships and co-ops.		

Students must register by Sept. 23 to attend! Please contact Career Services at 681-5197 to get registered.

Speed Majoring!
Find the Career you Love!

Wednesday, Sept. 28
7:30pm-9:00pm
Eagle Village Clubhouse

- ◆ Enjoy **FREE refreshments** while interacting with others
- ◆ Talk to students and faculty advisors within each college to learn more about majors offered and careers available within each major
- ◆ Contact Career Services at 681-5197 for more information about the event

UPCOMING EVENTS

September

6	Start of On-Campus Recruitment		Williams Center 1047
6	Information Tables	9am-2pm	Hollis
7	Information Tables	9am-2pm	Family & Consumer Science
19/20	Information Tables	9am-2pm	College of Education
28	Speed Majoring	7:30pm-9pm	Eagle Village Clubhouse
29	Dare to Declare	9:30am-3pm	Russell Union

October

4/5	Sophomore Reception	11am-1pm	Williams Center 1047
14	Dining for Success Deadline	12pm	Williams Center 1047
19	Federal Career Fair	10am-4pm	Georgia State University
25	Making the Most of the Expo	2pm-4pm	Russell Union
25	Dining for Success	6pm-8:30pm	Nessmith-Lane
26	Eagle Expo Career Fair	9am-2pm	RAC

College “Career Doctors”

College of Business Administration	Rachael Barrett	rabarret@georgiasouthern.edu
College of Education	Amy Rowell	awilliams@georgiasouthern.edu
College of Health and Human Sciences	Dorsey Baldwin	dbaldwin@georgiasouthern.edu
College of Information Technology	Warren Riles	rileswl@georgiasouthern.edu
College of Liberal Arts and Social Sciences	Karen Murphree	townsend@georgiasouthern.edu
College of Science and Technology	Wallace Brown	wbrown@georgiasouthern.edu

CAREER SERVICES MISSION

Our mission is to guide members of the Georgia Southern University community in establishing their career objectives through comprehensive programs that provide opportunities for individuals to learn strategies useful in reaching their career goals.

As advisors and catalysts, the Career Services’ staff assists students with choosing their majors, identifying career interests, gaining related work experience, and providing guidance in their full-time professional job search through three distinct areas:

- (1) **Career Advisement and Education**
- (2) **Experiential Education**
 - a. **Job Shadowing**
 - b. **Cooperative Education**
 - c. **Non-Academic Internships**
 - d. **Externships**
- (3) **Professional Employment**
 - a. **On-Campus Recruitment**
 - b. **Résumé Referrals**

Does your Son or Daughter Need a Major?

Recommend that your student take the on-line **FOCUS Assessment** at <http://www.focuscareer.com>

Students should use their Georgia Southern Email as their User ID and birthday (mmddy) as their password. It is recommended that students complete all phases and keep the printouts.

Ask your son or daughter to schedule a meeting with a Career Advisor by calling the Career Services Office at 912-681-5197. We will review the results and provide valuable feedback.

MEET THE CAREER SERVICES STAFF

Georgia Southern University

PO Box 8069
1047 Williams Center
Statesboro, GA 30460

Phone: 912-681-5197
Fax: 912-681-0564

We're on the Web!
[http://
students.georgiasouthern.edu/career](http://students.georgiasouthern.edu/career)

*Have Your Students
Open the Door to Their
Future by Visiting Us!*

Services Provided to Students and Alumni Include:

- Employer Information
- Graduate School Information
- Career Handouts
- Group Presentations
- Career Advising
- Career Fairs
- Experiential Education Opportunities
- Career Resource Center
- On-Campus Interviews
- Business Suits
- Mock Interviews
- Résumé Advising
- Résumé Critiquing
- Résumé Referrals
- Listservs
- On-line Résumé Posting
- Job Search Resources
- On-line Job Postings
- Computerized Assessments

Warren Riles, Director

Warren Riles has worked in Career Services for the past ten years. He began work at Georgia Southern as the Cooperative Education Coordinator and now serves as Director. He provides overall leadership to Georgia Southern on all matters pertaining to Career Services. Warren is also a retired Colonel from the U.S. Air Force and worked for 10 years as Program Manager for NASA. He received his MBA from Georgia Southern, Masters in Industrial Engineering from the University of Tennessee Space Institute, and his Bachelor of Science in Electrical Engineering from the Tuskegee Institute. He may be reached by email at rileswl@GeorgiaSouthern.edu.

Amy Rowell, Assistant Director

Amy Rowell is starting her seventh year at Georgia Southern and began as the Career Resource Specialist before becoming Assistant Director. Her main responsibilities include assisting students with major decisions, résumé writing, interviewing skills, job search strategies, and graduate school planning. Amy received her Bachelor of Arts in Social Science Education and her Master of Arts in Student Personnel Services from Northwestern State University. She has also worked at the University of Arkansas, Monticello in Residence Life, Student Activities, and Career Services. She may be reached by email at awilliams@GeorgiaSouthern.edu.

Wallace Brown, Experiential Education Coordinator

Wallace Brown is starting his fifth year at Georgia Southern and his primary focus is helping students obtain internships and cooperative education positions with companies and organizations. Relevant work experience through internships, co-ops, or part-time jobs is essential for students in getting their first job after graduation. Before starting at Georgia Southern University, he worked with a national retailer with merchandise, operations, and human resource responsibilities. Wallace has received his Bachelor of Business Administration in Management and his MBA from Georgia Southern. He may be reached by email at wbrown@GeorgiaSouthern.edu.

Karen Townsend Murphree, Career Resource Specialist

Karen Townsend Murphree is the Career Resource Specialist at Georgia Southern University and has worked in Career Services for four years and Student Affairs for ten years. She assists students with making major/career decisions, résumé writing, interviewing skills, job search strategies and planning for graduate/professional school. Karen received her Bachelor of Arts in English from Centenary College of Louisiana and her Master of Arts in Student Personnel Services from Northwestern State University. She may be reached by email at townsend@GeorgiaSouthern.edu.

Rachael A. Barrett, Career Services Specialist, COBA

Rachael A. Barrett is the liaison to the College of Business Administration. She has over 18 years of experience in the areas of student employment, human resources and career services. She assists business students with making major/career decisions, résumé writing, interviewing skills, job search strategies and planning for graduate/professional school. She has a Bachelor of Science in Accounting from St. Mary's Dominican College and a Master of Education, Concentration in Higher Education Administration from the University of New Orleans. She has worked in a highly selective private institution and in several comprehensive public institutions. She may be reached by email at rabarret@GeorgiaSouthern.edu.

Dorsey Baldwin, Recruitment Coordinator

Dorsey Baldwin is beginning her first year with Career Services as the Recruitment Coordinator. Dorsey manages the professional employment process at Georgia Southern, coordinates the Eagle Expo Career Fair, On-Campus Recruitment and manages the EagleTRAK database. Originally from Gary, Indiana she received her Bachelor of Science in Physical Education degree with a concentration in Sports Management and minor in Business from Valparaiso University in Valparaiso, Indiana and her Master of Science in Sports Management from Georgia Southern University. She may be reached by email at dbaldwin@GeorgiaSouthern.edu.

Connie Franklin, Senior Secretary

Connie Franklin is our Georgia Southern expert and mom. She has worked at Georgia Southern for the past 17 years in both the Office of Admissions and Career Services. Connie welcomes the students to our office and assists them in receiving the information that they need. She may be reached by email at confrank@GeorgiaSouthern.edu.