In addition to these sessions, please watch for career development workshops in convocation. Career Services is located in Lane Student Center (lower level).

**Calling & Career Conference**
This program immerses sophomores in the world of calling and career formation. Students will explore the theology of work, discover vocational strengths and affinities, and practice professional skills and networking. *Registration is closed.*

**January 20 & 21**
Penguin Hall, Wenham

**Career Coffee Hour**
Bring your coffee and your questions, and join us for a casual conversation on exploring your calling and career!
**Tuesday, January 24, 2 P.M.**
Beauregard Mezzanine, Upper Level Jenks

**All About Internships**
Summer is the perfect time for an internship, where you can expand your experiential learning and hone your professional skills in a real-world workplace. Learn about the different types of internships that students can do and how to land the right internship for you.

*Repeat Event! Check out our other dates and times!
**Thursday, January 26, 5 P.M.**
KOSC 124

**Résumé and Cover Letter Writing**
Your résumé and cover letter are the first impression you give to your potential employer. Learn how to craft stellar documents for internships and employment that fully display who you are and what you have to offer.
**Tuesday, January 31, 5:30 P.M.**
Lion’s Den, Lane Student Center

**Résumé Review Open House**
If you are working to make your résumé application-ready, bring it to the open house hosted by Career Services! Snacks and light refreshments will be served, and a career professional will be on-hand to help you hone a job-worthy résumé.

*Repeat Event! Check out our other dates and times!
**Wednesday, February 1, 3 – 4:30 P.M.**
Career Services Library

**Networking for Introverts**
Networking isn’t just for the naturally extroverted. Learn great tips on handling professional engagements and managing the interpersonal aspects of your career and contact with your personal style.

**Thursday, February 2, 6 P.M.**
Career Services Library

**Résumé Review Open House**
**See previous description.**
**Tuesday, February 7, 3 – 4:30 P.M.**
Career Services Library

**Career Coffee Hour**
See previous description.
**Wednesday, February 8, 3 P.M.**
Chapel Dining Hall

**All About Internships**
See previous description.
**Wednesday, February 8, 5 P.M.**
Career Services Library

**Best Strategies for the Effective Job Search**
Searching for employment can be daunting. Make the most of your time and energy by using proven job search methods that increase the likelihood of finding great opportunities that suit you. Don’t get tired by the search for employment—get inspired by it!
**Thursday, February 9, 5:30 P.M.**
Career Services Library

**Career & Personality Assessments**
The question, “What do I want to do in life?,” is best answered by first asking, “Who am I?” By taking a career and personality assessment, you’ll begin to understand all the possible career paths that could be fulfilling and fruitful for who you truly are.

**Tuesday, February 14, 12 P.M.**
Wednesday, February 15, 4 P.M.
**Thursday, February 16, 5 P.M.**
Career Services Library

**Alternative Convocation:**
Continuing Conversations for the Sophomore Calling & Career Conference
**Friday, February 17, 10:25 A.M.**
KOSC 109

**Interviewing Skills in Today's Competitive Market**
Every great employment opportunity will attract many excellent candidates, all vying for the attention of the hiring managers. Learn the interviewing skills and techniques that will leave a great impression and make you stand out from the crowd.

**Tuesday, February 21, 5:30 P.M.**
Career Services Library

**What to Know About the COE 425**
Learn how this unique internship can maximize your experiential learning and boost your transcript, all without increasing your academic credits.
**Wednesday, February 22, 5:30 P.M.**
Career Services Library

*Turn over for more Career Services offerings*
Career Services
Spring 2017 Seminars & Events

Job and Internship Fair
Steam the suit, grab a tie, and spruce up your résumé! The Job and Internship Fair will welcome 60+ employers to campus to talk to students and alumni about exciting employment and internship opportunities. Attendees are encouraged to bring copies of their résumé. Professional attire is expected.
Thursday, February 23, 3 - 5:30 P.M.
KOSC Loggia and Chairman's Room

Money Matters
Personal financial responsibility is a big part of preparing to leave college. Get your money matters in order before entering fully into the working world.
Tuesday, February 28, 5:30 P.M.
Career Services Library

Networking Protocol
Professional etiquette and poise take practice. Join us for light hors-d'oeuvres, refreshments, and an overview of what to do – and not to do – to leave a great impression on your new connections in a networking event. RSVP is required.
Tuesday, March 21, 4 P.M.
Chester's Place

Résumé Review Open House
If you are working to make your résumé application-ready, bring it to the open house hosted by Career Services! Snacks and light refreshments will be served, and career counselors will be on-hand to help you hone a job-worthy résumé.
Wednesday, March 22, 3 - 4:30 P.M.
Career Services Library

Career Coffee Hour
Bring your coffee and your questions, and join us for a casual conversation on exploring your calling and career!
Thursday, March 23, 3 P.M.
Beauregard Mezzanine, Upper Level Jenks

Preparing for Case Interviews
You may encounter a type of interview in which you're asked to resolve a question, situation, problem or challenge (usually pertaining to consulting or business). Join us for information and training on these specialized interviews, and be prepared for your next opportunity.
Thursday, March 23, 5:30 P.M.
KOSC 126

Résumé Review with Industry Professional
What better way to make sure your résumé is truly application-ready than to have it reviewed by an industry professional? Sign up for a 30-minute session where you'll receive real-time feedback in a one-to-one meeting! Times are assigned, RSVP required.
Tuesday, March 28, 5:30 - 7:30 P.M.
Career Services

LinkedIn: Your Strategic Career Research Tool
LinkedIn is more than social networking—it’s a career research tool that can be used strategically to build and develop your connections to information sources, people, organizations and opportunities that will help you progress in your career path. Learn how to make the most of LinkedIn’s features to benefit your professional development!
Thursday, March 30, 5:30 P.M.
Career Services Office

Leading Successful Meetings
Leading meetings and influencing outcomes is an important professional technique. This workshop will teach you how to strategically set agendas, run meetings with confidence, deal with disruptive attendees, and manage the overall environment.
Tuesday, April 4, 5:30 P.M.
Lion's Den, Lane Student Center

Mock Interview with Industry Professionals
Nervous about that first interview or unsure of what to expect? Industry professionals from various fields will be here to give you practice and real-time feedback. Sign up for your 30-minute one-to-one interview, and don't forget your résumé! Times are assigned, RSVP required.
Wednesday, April 5, 5:30 – 7:30 P.M.
Career Services

MERC Preparation Workshop
For education majors, this workshop is to prepare for the MERC Fair to take place on April 20.
Tuesday, April 11, 5 P.M.
KOSC 125

Résumé Review Open House
See previous description.
Wednesday, April 12, 3 – 5 P.M.
Career Services Library

MERC Fair
The Massachusetts Educational Recruiting Consortium (MERC) is a premier source dedicated to facilitating the hiring process in education and related fields. This partnership between higher education and hiring personnel from across the country produces one of the finest annual recruiting events of its kind, now in its 43rd year.
Thursday, April 20, 9:30 A.M. - 3:30 P.M.
Boston University

Gordon College Symposium
Career Services Symposium Offering
Thursday, May 4
Topic, Time, Location TBD

Find out what Career Services can do for you!