

What's Inside?



Three Steps to Job Fair Success

Recent statistics say that 3.3 people are competing for every available job in the United States. Getting noticed is getting tougher, and making a lasting impression in employers' minds is essential to finding work. One great way to get in front of employers to make that all-important good first impression (and hopefully land that interview) is by going to job fairs.

Learn how to make yourself stand out in the entry-level-employment crowd with this [one-minute video](#) tip.

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Tapping the Hidden Job Market

According to the U.S. Bureau of Labor Statistics (BLS), 80 percent of available jobs are never advertised. How do you, as an entry-level job-seeker find them? More than half of them used their networking skills. Networking may not be your strong suit, but if you intend to compete in today's tough economy, you'd better sharpen those networking tools.

Here are a few tips for tapping that hidden job market:

1. Join a professional organization or chamber, and attend the meetings and luncheons. This is an excellent opportunity to meet like-minded people in your field in a non-threatening, social environment.
2. Remember that everyone you meet could be the person who helps you get a job. Always dress and behave professionally, and be pleasant in all social situations.
3. Utilize social networking Web sites like LinkedIn to establish contacts and gain Introductions.

Visit our [Don't Give Up](#) article for more tips on job hunting in a tough economy.

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Quick Links

Resume Writing

Cover Letter Writing

Making a Good First Impression (Interviewing)

To access *QUICK LINKS* check out the Career and Intern Services Home Page located on the Bethel College website under Campus Services. Then click on *Job Search Assistance* for more information.

Career and Intern Services Center Staff

Welcome to another fun and exciting school year! If you are in need of assistance with searching for a job, resume writing tips, selecting the perfect internship or direction in determining the best career path . . . Then we're here to help you!

Michelle Yager—Director of Career and Intern Services
Sherry Weldy—Traditional Student Career Services Specialist
Hermalena Powell—Non Traditional Student Career Service Specialist
Linda Elek—Career Counselor
Banitha Vinscon—Secretary to Career Services and Student Development

Feel free to contact our office at (574) 807-7096 to schedule an appointment

Career & Intern Services Center

Huffman Administration Building ▲ Room A316 ▲ (574) 807-7096
careerservices@bethelcollege.edu ▲ www.bethelcollege.edu >Campus Services >Career & Internships

The 5 Greatest Lessons to Learn from a Job Search

Admittedly, you probably won't tell your grandchildren that being unemployed was one of the greatest times of your life. Job hunting is tough, mentally and physically; it's fraught with worry, exhaustion, and the pangs of rejection. But it *can* teach you tremendous life lessons. If the current down economy has an upside, it's that you may be forced to reexamine your skills and interests, and try things--and consider careers--you may not have otherwise.

The Greatest Lessons Hunting for Careers Can Teach You

1. The phone is your friend. Many job hunters hide behind their computers, expecting that once they've filled in those resume templates online, the offers will start rolling in. But 94 percent of companies never respond to applicants, so don't wait. Get on the phone. Start making inquiries and using your connections. And once you hit the workforce, your comfort level with the phone will enable you to pick it up and make that much-needed sale, which will serve you well throughout your career.

2. It pays to donate your time. When you're gainfully employed or in school, it's hard to find time to volunteer or try an internship. These days, many unemployed people are finding value in doing both, for several reasons:

- It keeps your mind and body engaged
- It's rewarding
- It teaches you new skills
- It introduces you to new people
- It might just open the door to careers you wouldn't have previously considered

Plus, once the economy starts to rebound, many companies and nonprofit organizations hire volunteers and interns for entry-level jobs that just opened up. Research shows that those who work in their fields, even at low-paying or unpaid jobs, tend to rebound more quickly when things pick up.

3. Balance is important. Forced time off may be hard to enjoy, but if you can, try to find pleasure in it--reconnect with friends, explore a hobby, get some exercise. You may not have this kind of time again to try new things and spend time with your family. Maintaining a balance is important for staying positive, which, in turn, is vital when job hunting. Ironically, this positive attitude often makes you more attractive to employers.

4. You can do more than you thought. Just because you've studied and prepared yourself for certain kinds of careers doesn't mean that's all you can do. Once you open up your mind to new possibilities and capitalize on your untapped talents, you might be pleasantly surprised with where you land.

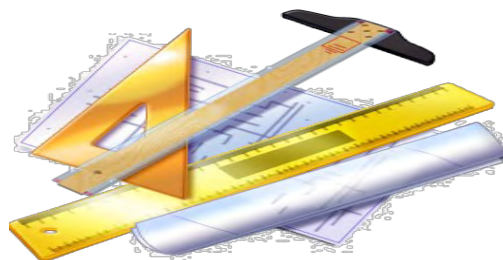
Look for entry-level jobs that you're qualified for, and if you aren't qualified, look into which online degrees you could complete to meet the requirements--a little knowledge can go a long way. You could even try temp work, particularly in positions that expose you to different fields and work environments. Why not use this chance to broaden your horizons?

5. You can always be better at what you do. Graduate applications at colleges around the country were up by 8 percent in 2007-2008, and they continue increasing as job hunters look to enhance or add to their skills and make themselves more desirable to employers. Consider online degrees, which can often be completed more quickly and less expensively than traditional programs, and offer the flexibility that allows you to still job hunt or volunteer on weekdays. Learn more at

<http://www.collegegrad.com/education/>

No one ever said job hunting was easy. But it can certainly be a time to learn more about yourself and have new experiences, and that's definitely a good thing.

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Hot Industries: Science and Engineering

The shortage of engineers in the U.S. is approaching crisis level. In fact, the National Science Foundation estimates that the shortage will reach 70,000 by 2010. And the BLS says that engineering professions are growing rapidly--particularly in certain specialties, such as civil, industrial, or biomedical engineering. Plus, entry-level salaries among engineers are some of the highest in the country. Take advantage of this growing opportunity by starting your degree in engineering.

So why aren't more people pursuing engineering? The NSF says that the biggest reason is a lack of knowledge about the field. Learn more about this [fast-growing career](#).

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