NOTES FROM THE CENTER FOR CAREER DEVELOPMENT (CCD), WATERBURY CAMPUS

Susan Hyde-Wick, Career Consultant & Education Abroad Liaison

susan.hyde-wick@uconn.edu  Student Affairs Suite, Rm 228G  203-236-9913
Hours by appointment: Mon. 1:00-5:00; Tues, Wed 9:00-5:00; Thurs. 9:00-5:30

To make a career or education abroad appointment: AdvApp

NOTE: COMPLETE JOB AND INTERNSHIP DESCRIPTIONS, AS WELL AS EMPLOYER APPLICATIONS ARE AVAILABLE IN STUDENT SERVICES.

CCD Waterbury: Center for Career Development-Waterbury Web site

CCD Storrs: Center for Career Development, Storrs

Education Abroad: http://abroad.uconn.edu

Announcements

Direct Support Professional Open House Event
February 13, 2018
9 AM – 6 PM
538 Preston Ave, Meriden, CT

The Institute of Professional Practice is hiring Direct Support Professionals to work in group homes in greater New Haven /Watertown

Interview directly with our managers and learn more about starting a career in human services! We are currently hiring for 2nd, 3rd and per diem opportunities: 2nd shift begins at 2 pm and ends at Midnight3rd shift begins at Midnight and ends at 2 pm. Our shifts are Sun. –Wed. or Wed. –Sat.

Learn more at www.ippi.org
Education Abroad Program  
Thursday, February 15, 2018  
12:00-1:30  

Waterbury Campus  
WREC 4th floor  

Where can I go? How much does it cost? Come learn the basics of studying abroad through UConn! In this presentation, you will learn how to navigate the Education Abroad site, finance your time abroad, learn the different types of study abroad programs, and find out about the application process.

In addition, listen to UCONN Waterbury students who have been abroad and enjoy their photographs.

Pizza and beverages will be served.

Sponsored by the Waterbury Career Development Office and Storrs Education Abroad

RSVP  
susan.hyde-wick@uconn.edu

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WILL YOU SOON BE A COLLEGE-EDUCATED VETERAN?

VETERAN’S  
VIRTUAL CAREER FAIR  
February 27, 2018

REGISTER NOW * LEARN MORE * Veterans Efficiently Meet Recruiters Live Online!

Students & Alumni - All Majors Invited: Featuring Full-time, Internship & Co-op Jobs
CAREER FAIR  
CAREERS FOR THE COMMON GOOD  
EMPLOYMENT, INTERNSHIP, AND SERVICE OPPORTUNITIES THAT MAKE A POSITIVE IMPACT  
WEDNESDAY  
FEBRUARY 21, 2018  
11AM-3PM  
(SNOW DATE: FEB 27)  
STUDENT UNION  
3RD FLOOR  
SAVE THE DATE  
A COLLABORATION BETWEEN THE CENTER FOR CAREER DEVELOPMENT, COMMUNITY OUTREACH, AND THE HUMAN RIGHTS INSTITUTE  
QUESTIONS? CAREERS FOR THE COMMON GOOD @UCONNH.EDU
UConn Case Competition:

Designed to enhance student’s solution selling skills and identify top talent. In today’s fast-paced sales world, more companies are turning to a team or team consulting approach to their major accounts. For the competition, teams will receive a case study and have two weeks to create a selling presentation. Judges will role play with the teams and provide some objections to overcome. One winning team will be selected to then advance to the Indiana University National Team Selling Case Competition. A banquet/ice cream social will be held after competition to announce the winners and give feedback.

Student Benefits:
- Fun while interacting with your teams and networking with top recruiters and sponsors from Altria Group
- Opportunity to share different team sales strategies and gain constructive feedback
- A valuable personal development experience a student can add to their resume
- Chance to represent UConn and compete in the 2018 National Team Selling Competition at Indiana University ( $3,000 cash prize!)- All expenses paid trip

Student Requirements:
- Sophomore, or Junior level class standing (ALL Majors) àTeams of 4 students
- Availability in October 2018 to travel for the Indiana University Competition

Competition Information:
- The students will receive the case two weeks before the presentation

Date: Wednesday, February 28, 2017
- Each team will have a 45 minutes time slot during the day to present and receive feedback from our judges
- The reception will follow in UConn School of Business Café
- Awards and ice cream social

If you are interested in participating, please fill out the Case Comp Roster excel file with you team information and send it to Grace Nardella below by February 9, 2018 the LATEST

Grace Nardella
Territory Sales Manager 11-09-05
Altria Group Distrubtion Company
203-980-4838
The Westfield State University Career Center will be holding a

Job & Internship Fair

Wednesday, March 7th

(Snow date: April 4)

1:00 pm – 4:00 pm

Scanlon Banquet Hall

Westfield, MA

We welcome your students and alumni to attend!

Visitor parking will be available in our South Parking Lot (www.westfield.ma.edu/map) and we will have a campus shuttle to transport candidates to and from the career fair.

Attached is our current attending agencies list, but please check our website: www.westfield.ma.edu/careercenter and click on Career Fairs and Events for updated lists in the future.

Should you have any questions regarding the event, please do not hesitate to contact us at 413-572-5206. Best wishes for the spring semester!
<table>
<thead>
<tr>
<th>STEP</th>
<th>Event Description</th>
<th>Date</th>
<th>Time</th>
<th>Location</th>
<th>Presenter</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td><strong>Attend the Acing the Interview Session</strong></td>
<td>Tuesday, March 6, 2018</td>
<td>12:30 p.m. – 2:00 p.m.</td>
<td>Room 119</td>
<td>Judy Stewart – BUSN, Undergrad Career Development Office</td>
</tr>
<tr>
<td>5</td>
<td><strong>Attend LinkedIn Tips and Advice Session</strong></td>
<td>Tuesday, April 10, 2018</td>
<td>12:30 p.m. – 2:00 p.m.</td>
<td>Room 217</td>
<td>Judy Stewart – BUSN, Undergrad Career Development Office</td>
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Academy of Sciences and Girl Scouts of CT

After School STEM Mentoring Program at West Side Middle School!!

Are you:
* An undergraduate or graduate student with a major or minor in science, technology, engineering, or math at UConn Waterbury?
* Interested in having more teaching experience on your resume?
* Passionate about volunteering in after school programs in public schools?

About the Program
The New York Academy of Sciences will launch the program with a local Waterbury middle school in the Spring of 2018. The Afterschool STEM Mentoring Program (ASMP) matches undergraduate/graduate school students, postdoctoral fellows, and young professionals with middle-school aged Girl Scouts in Waterbury, CT. This includes weekly sessions with a group of 20-25 Girl Scouts to run fun, hands-on curriculum in an after school environment as well as field trip opportunities to labs, corporate partner headquarters, and a visit to a college campus over the duration of 6-12 sessions.

Next Steps
To begin the selection process, please contact the email below. Mentors will be recruited from Connecticut schools and neighboring institutions for higher education. Once recruited mentors and teachers will be trained by the Academy in pedagogy and how to be prepared for working with middle school youth.

There is an online application through Formstack: https://nyas.formstack.com/forms/20172018_school_year_asmp_gs_ct_copy

Any potential mentors, please send a copy of your resume to the email below.

For more information, visit www.nyas.org/AfterSchoolProgram or email ARendell-Baker@gsofct.org
Part-time

Wells Fargo is hiring!
https://www.wellsfargo.com/about/careers/
https://www.wellsfargo.com/about/careers/our-hiring-process/

Orientation Leader Position

The Orientation Leader position plays a pivotal role in helping to welcome hundreds of new students to the UConn community. This role will assist with all orientation events, including academic advising support, leading groups, facilitating opportunities for students to adjust to college life, and various other leadership and administrative tasks. The New Student Orientation Leader position is an outstanding opportunity for any student interested in gaining leadership skills and enhancing their marketability for future positions.

New Student Orientation sessions take place between mid-May and mid-August 2018.

Benefits/Compensation:
There are many benefits for students who pursue an orientation position. Most importantly, Orientation Leaders will gain significant leadership experience; an occasion for developing professional relationships with faculty, staff, and students; and skills in effective communication.

Remuneration is as follows:
Paid training and orientation sessions. Pay is $11.50-12.50/hr depending on experience. Meals during all orientation sessions. Orientation T-shirt.

Application Process:
The application can be filled out online here:
https://uconn.studentemployment.ngwebsolutions.com/JobXJobDetail.aspx?JobId=7466&s=1

Candidates who submit an application may be scheduled for a personal interview with 2 members of the Student Services staff during the weeks of February 26th and March 5th.

Up to 10 Orientation Leaders will be selected.
Part-Time, Teller, Thomaston Savings Bank, Waterbury, CT
Responsibilities: Efficiently and accurately processes all banking transactions. Maintains updated knowledge of bank products and services. Promotes bank products and services to customers. Ability to work in a team environment. Cash handling and daily balancing required. Honesty and integrity required to maintain customer confidentiality. Promote and maintain positive relations with all contacts, customers and potential Customers. Professional demeanor and dress are required. Required to work up to 20 hours each week (includes Saturdays).
To Apply: please visit our career center: https://www.thomastonsavingsbank.com/about/about-us/careers2

Part-Time, Motor Vehicle Examiner, DMV, Norwich, CT
Responsibilities: Reviews and examines applications and supporting documents for operator licenses, vehicle registrations and certificates of title to ensure clear, complete and accurate information; performs limited restorations of driver licenses or motor vehicle registrations; verifies data such as insurance coverage, year, make, model, vehicle identification number, property tax liability and suspension records; determines proof of ownership and existence of encumbrances from information submitted; contacts municipal collectors of revenue to obtain clearance.
Requirements: Knowledge of office systems and procedures; interpersonal skills; oral and written communication skills; skill in performing arithmetical computations; ability to handle and count money; ability to read, comprehend and apply laws, policies and procedures; ability to maintain records; ability to examine documents for completeness and accuracy; ability to operate personal computer, computer terminals and office equipment; ability to operate office suite software; ability to use reference manuals. Three (3) years of clerical experience. One (1) year of the General Experience must have included clerical experience where a majority of the time involved face-to-face contact with the general public involving personal explanation or interpretation of products, policies or procedures or telephone customer service where the primary responsibility included providing information concerning or explaining programs/services or resolving problems. College training may be substituted for General Experience on the basis of fifteen (15) semester hours equaling one-half (1/2) year of experience to a maximum of two (2) years.
To Apply: Click here
**Full-Time, Assistant Talent Recruiter, Waterbury Public Schools, Waterbury, CT**

**Duties:** Assists in the development and implementation of a system-wide recruitment program focused on attracting and retaining a high quality and diverse workforce. Works autonomously to assist in complex duties such as creating/posting job ads, coordinating interviews and contacting candidates. Utilizes an applicant tracking system to process job applications and to manage the hiring process. Monitors data to ensure that recruitment and staffing goals support the District’s strategic plan and goals on an ongoing basis, including but not limited to student teachers/interns, to ensuring district compliance with established guidelines. Works under the direction of the Talent & Professional Development Supervisor to develop short and long-term recruitment and retention strategies to achieve required instructional, non-instructional and administrative staffing levels.

**Requirements:** Bachelor’s Degree. Familiarity with and ability to communicate the district’s mission, vision, core beliefs, theory of action and cutting-edge school reform. Ability to accurately and thoroughly research pertinent information. Excellent technology skills with an emphasis on Microsoft office. Capability to work independently and manage projects with little direction. Ability to follow through and meet deadlines within difficult time constraints. Ability to maintain a flexible work schedule

**To Apply:** Applications must be submitted electronically under the Office: Professional & Clerical tab at: [http://www.applitrack.com/waterbury/onlineapp/default.aspx](http://www.applitrack.com/waterbury/onlineapp/default.aspx)

**Closing Date:** Thursday, February 15, 2018

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**Full-Time, Mortgage Originator, Thomaston Savings Bank, Wolcott, CT**
**Qualifications:** Professional, energetic, and not afraid of networking at local functions where you may not know anyone in the room. Bachelor’s degree, valid driver’s license, and a keen ability to work with numbers. No experience necessary.

**Duties:** Originates residential loan products within an assigned territory to meet sales and service goals. Provides quality customer service throughout the mortgage origination process. Markets and cross sells the Bank’s products and services, as appropriate. Serves as liaison between broker, borrower and Bank during application process and through closing, includes taking applications and support between departments. Establishes and maintains contact with Real Estate Brokers, attorneys, builders, and other related professionals to promote and develop Bank business and provide information. Assists with processing and closing “special mortgages”, i.e., CHFA & FHA. Participates in local community and business organizations to promote the Bank. Participates in periodic educational seminars for potential borrowers and brokers.

**To Apply:** Visit career center at [http://www.thomastonsavingsbank.com/about/about-us/careers2](http://www.thomastonsavingsbank.com/about/about-us/careers2)

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**Internships**

**Internship, After School Program Associate, MC2 Technology, Inc., Waterbury, CT**

**Internship Type:** 3:00 pm start (three days a week). Paid $15/hour

**Description:** To engage at risk youth (Grade 8-9) in order to increase their GPA to ensure the successful completion of high school requirements. Provide financial education and entrepreneurship skills. Increase leadership development (self-esteem, professional capabilities, personal growth, social awareness and confidence). Health, Wellness, and Nutritional component. Arts and Technical skill development (i.e. Palace Theatre). Hands on learning, experiential curriculum.

**Responsibilities:** Coordinate programming and events aimed at increasing the exposure and awareness of the MC2 Technology, Inc. project in the local community. Highlighting the model’s success in achieving positive academic outcomes for youth. Attend community meetings and develop relationships with key community members. Create and disseminate marketing materials for MC2 (website, social media). Other duties related to overall position.

**To Apply:** contact Samuel Cephas at mc2nets@yahoo.com or 860.212.8164
**Internship, Marketing and Public Relations Associate, MC2 Technology, Inc.,** Waterbury, CT

**Internship Type:** Approximately 10 hours. Paid $15/hour

**Description:** Effectively communicate the vision, values, and mission of MC2 Technology, Inc. to community stakeholders. Build strategic and accountable community partnerships with local stakeholders and potential donors to support project activities. Represent agency at related community meetings and events as necessary. Follow up with community partners to insure active participation in the implementation of the after school project. Develop marketing materials, articles and develop website and social media strategies that outlines project outcomes and impact for potential donors and community stakeholders. Other related duties as assigned.


**To Apply:** contact Samuel Cephas at mc2nets@yahoo.com or 860.212.8164

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**Internship, Digital Marketing Intern, ShelterLogic,** Watertown, CT

**Employment type:** Internship

**Responsibilities:** Write content optimized for digital platforms to achieve goals through digital campaigns including email, texts, websites, blogs and social media. Have a sharp eye for detail, the ability to juggle multiple projects, plan and manage deadlines, and work both independently and with teams. Be proactive and a go-getter, not afraid to ask questions and seek out information pertinent to getting to job done. Be passionate about e-commerce and making great websites, working to create a top-notch user experience for customers. Understand the power and influence of a brand in the marketplace.

**Requirements:** In school studying Marketing/PR/Business or a BA/BS degree in marketing/PR, English or similar. Familiarity with SEO and digital content a huge plus. Able to change tone of writing from informal voice to formal/corporate voice. Creative and professional – able to work quickly and efficiently, sticking to a weekly schedule. Basic knowledge of working in WordPress or other blogging applications, or familiarity with comparable
content management systems/platforms. Able to use Photoshop a plus, but not required. Able to edit and proofread own materials. Exceptional verbal and written communications skills, including proficiency in copywriting and proofreading for spelling, punctuation, and grammar. Goal-oriented, self-motivated and adapts to changing situations and requirements. Excellent interpersonal skills and ability to thrive in a collaborative team environment

**To Apply:** Send resume and portfolio, and at least 2 writing samples (preferably web samples) to Human.Resources@shelterlogic.com

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**Internship, Client Associate, Ciampi Tax & Financial Services,**
Cheshire, CT

**Employment type:** Internship

**Responsibilities:** Heavy phone coverage. Database/file management. Electronic file management (Electronic portal). Internal and external document management. Written correspondence. Accounting spreadsheets

**Qualifications:** Excellent Communication skills (Phone, email and letter writing). Discretion regarding confidential information and discussions. Work in a fast paced environment. Customer services skills. Ability to manage multiple tasks and activities. Detail oriented. Microsoft Office.

**To Apply:** Click here

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**Internship, Social Impact and Filmmaking Internship, Captured Time Productions,** Litchfield, CT

**Skills/Experience:** Strong understanding of and experience with social media for brands and/or causes. Experience with Hootsuite and Facebook Insights. Excellent writing skills. Strong organizational skills. Strong analytical skills and ability to assist other team members in problem solving. Excellent teamwork skills, flexibility, and ability to handle multiple tasks. Ability to work well with others, to establish and maintain relationships. Ability to get things done in a dynamic, resource scare environment w/ competing business priorities. Passion for creating fun and compelling user experiences. Proficiency with Adobe CC; Office; AVID; cameras; lighting, sound, production equipment. Familiarity with, and interest in, nonprofit organizations and causes. Must be a self-starter, a team player and driven.

**To Apply:** contact capitamepro@gmail.com or call 860-567-0675

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ConnPIRG Students
A statewide student-funded and student-run nonprofit that works to protect the public interest and recruit and train student activists.

Some of our recent victories include:

• Helping to convince McDonald’s, Subway, and KFC to stop serving meat raised with routine antibiotics
• Working with Undergraduate Student Government and the Graduate Student Senate to stop the $300 million dollar proposed cut to UConn
• Registering 6,000 New Student Voters across the state!

This semester, our top priority is to repower college campuses with 100% renewable energy. Our generation is the first to feel the effects of climate change, and the last who can really do anything about it. If we want healthier communities and a livable future for generations to come, we need to change the way we produce and consume energy. This semester, we’ll be generating public support through students, faculty, and our communities while working to get campus-wide commitments to 100% renewable energy.

We are looking for passionate students to join our team! ConnPIRG interns learn valuable organizing skills, like building and leading teams of volunteers, organizing events on campus, lobbying elected officials, and working with the media. In addition to building their skills and resume, they work to create tangible policy change in the public interest.

Want to get involved? Click Here to learn more about our internships and schedule an on campus interview!

Volunteer Opportunities

Are you passionate about community service, advocating for equal access to education, and empowering students through mentorship? Then this is the perfect opportunity for you!

One Heart Source is a non-profit organization that focuses on helping to build sustainable communities around the world. They started in Arusha, Tanzania and now work in Cape Town, South Africa. This is a volunteer-based organization where thousands of college students from all over the United States volunteer every summer to help
One Heart Source with their mission. **Their service focuses on education, health, and empowerment.**

When applying to volunteer with One Heart Source, you will be given the opportunity to mentor and educate middle school students on different educational topics including math, literature, and science. Along with this mentorship, you will also be educated yourself on the culture and community found in Cape Town. Cultural coaches work with One Heart Source to immerse you in the culture of the community you will be working in, Imizamo Yethu, and will teach you about the history, traditions, and the local language, Xhosa. This isn't like any other service trip. Through mentorship and volunteering, you also have the opportunity to **travel half way across the world** and experience a whole new culture while connecting with new people your own age. This is a chance for you to grow as a person and learn what it truly means to commit yourself to service.

Contact your OHS advocate at **Shannon.papalia@uconn.edu** and reference Shannon in your application!

If you are interested in applying, please use this link! **https://goo.gl/bapsse**