

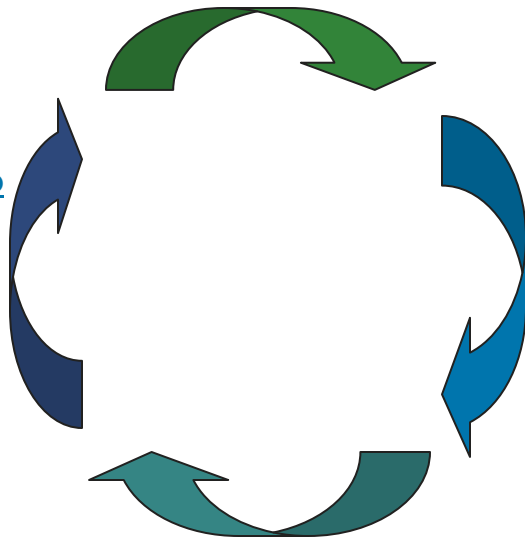
Four-Year Career Development Process

Self Assessment

Identify your interests, skills,
values, and personality style

Strategic Job Search

Take action
through
a strategic
job search



Career Exploration

Learn about
different
career and
education
options

Career Decision

Narrow and focus your options
by connecting knowledge
about yourself and the world of
work to formulate goals

Grove City College Career Services Office



Services to Students
2009-2010

Career Services Office

Physical Learning Center
100 Campus Drive, Box 3141
Grove City, PA 16127
Phone: 724-458-3371
Fax: 724-450-1506
Email: career@gcc.edu

*"For we are God's workmanship, created in Christ
Jesus to do good works, which God prepared in
advance for us to do."*

- Ephesians 2:10

Website: www.gcc.edu/Career_Services.php

Career Services Office Mission & Structure

The mission of the Grove City College Career Services Office is to guide students in their realization and pursuit of God's calling for their lives. The centralized Career Services Office is housed in the Physical Learning Center, while our satellite office, Education Career Services, is located in the Hall of Arts & Letters (Suite 100) and serves the unique needs of students in education-related fields of study.

Career Counseling & Self-Assessment

You can meet with a career counselor to discuss a variety of topics including your major, interests, career and internship options, and much more. Call us at 724-458-3371 to schedule an appointment, or stop by the office located in the Physical Learning Center. We are open Monday through Friday, 8 a.m. - 12 p.m. and 1 p.m. - 5 p.m.



Counseling Appointment

Self-assessment testing is available to students in the Career Services Office. We offer the Myers-Briggs Type Indicator (MBTI), the Strong Interest Inventory (SII), and the online career guidance program, Career Direct.

Career Planning Assistance

- Schedule a resume consultation appointment with a career counselor to develop and/or sharpen your resume and cover letter.
- Participate in a mock interview with a career counselor and learn how to successfully navigate through a professional interview.
- Receive personal advising on job and internship search strategies and learn how to pursue opportunities in the advertised and hidden job markets. Learn how to connect and network with professionals in your field(s) of interest.

On-Campus Recruiting Program



On-Campus Interview

- Each year, many organizations visit campus to interview students in the Career Services Office for full-time job and internship opportunities. We had 216 company visits for the 2008-2009 school year.
- Students can upload and submit their resumes through our online career management system, JobGrove, for job/internship postings, as well as on-campus recruiting opportunities.

Centralized Career Resource Library

Our career resource library offers 100+ titles on a variety of career-related topics including:

- Major-to-career guides
- Internship and full-time job listings/guides
- Employer directories and salary information
- Newspapers, special job-related issues of Fortune and Forbes, U.S. News & World Report, and other relevant magazines/publications
- Graduate school information, including graduate school rankings



Career Services Library

Career Services Online

The *Career Services* tab on myGCC provides many valuable resources to our students including resume writing, networking and informational interviewing guides, as well as links to career resources such as Vault, CareerSearch and Plunkett's to assist students in researching industries and organizations. Additional information can be viewed on the office's external website (www.gcc.edu/Career_Services.php).

Career Services Events 2009-2010

- Career Fair: Wednesday, October 7, 2009
- Internship Fair: November 2009
- Camp Fair: February 2010
- Unique Careers in Education Expo: Spring 2010
- Resume Writing Seminars
- Internship Search Presentations
- Resume Blitz Days
- How to Work a Career Fair
- Alumni Mock Interview Week
- Wednesday Walk-Ins
- CSO Comes to You
- And many more!



Internship Fair



Camp Fair