CAREER COUNSELING

Making a self-assessment, doing research, choosing an academic major and investigating career options and graduate/professional programs are important career planning steps. Integrating all the details of a job search is an integral piece of the plan as well. Professional career counselors are available to discuss these issues with students and alumni via individual counseling appointments. Short questions can be asked during walk-in counseling hours.

JOB SEARCH WORKSHOPS

A variety of free hour-long workshops is offered throughout the year to assist students with their career development. Workshops address such topics as interview techniques, resume writing, job search strategies, etiquette and graduate school application. The workshop schedule is available online and can also be picked up at the Career Center reception desk.

CAREER DEVELOPMENT RESOURCES

Career Assessment Instruments
The Strong Interest Inventory (SII) and Myers-Briggs Type Indicator (MBTI) are offered through individual appointments.

Career Resource Library
The Center maintains a comprehensive collection of books, directories, binders, and some DVD’s on the following topics:
- Academic majors and careers
- Interviewing techniques, resume and cover letter writing, job search techniques
- Job search for special populations
- Salary surveys and labor statistics
- Graduate/professional programs
- Civil service positions
- Company profiles

The Career Center library also features computers for students to use for career-related purposes.

Online Career Resources
www.calstatela.edu/careercenter is the CC website. Find out what is happening in the Center and access countless resources here, including the following.

CareerExpress
CareerExpress provides meaningful and user-friendly resources that are available to you 24/7. These robust programs cover the fields of assessment, research, planning, preparing for the job search, and job hunting. CareerExpress includes the following programs:
- Focus 2; What Can I Do With This Major?
- Candid Career
- Occupational Outlook Handbook
- Career Spots
- Perfect Interview
- Interview Stream
- Golden Eagle CareerLink
- Vault Career Insider
- LinkedIn
- Passport Career
- and the JFK Library’s Career and Job Hunting Research page.
EMPLOYMENT RESOURCES

Golden Eagle CareerLink
Golden Eagle CareerLink provides exclusive online job listings that feature full and part-time on and off-campus jobs and internships for Cal State LA students and eligible alumni. All Cal State LA students are encouraged to register with the service, and they can see our website or our front desk for details.

Student Employment
The Student Employment Office, located in the Career Center, coordinates two student part-time on-campus employment programs. Job openings for both programs are posted in the Career Center and on Golden Eagle CareerLink.

- **Student Assistant**: Students are employed to assist faculty and staff on a part-time basis, maximum of 20 hours per week, in many of the offices and departments of the University. Students may consult the Student Employment Office for specific policies regarding these positions.

- **Federal Work-Study (FWS)**: This is a federal financial aid program intended to increase part-time employment opportunities for financially eligible students. FWS awards are made by the Center for Student Financial Aid (Student Affairs, Room 124). Due to budget constraints, not all financially needy students are awarded FWS.

Job Location and Development Program
The Job Location and Development Program develops and advertises off-campus employment opportunities and makes them available to our students and alumni.

- **Job Postings**: A wide range of vacancies is made available to the campus community in business, industry, civil service, and education. These vacancies are frequently updated and placed in binders in the Center and online via Golden Eagle CareerLink.

- **Internships/Cooperative Education**: Internships are paid or unpaid and offer students hands-on work experience. Cooperative Education positions are internships which enable the student, with department approval, to earn elective credit toward an academic major or minor.

- **Off-Campus Federal Work-Study**: Students with Federal Work-Study (FWS) awards can combine community service with active learning by pursuing these jobs, many of which are in schools and social service settings.

Career Fairs & Employer Information Sessions
Each year over 200 employers visit the campus to participate in our Career Fairs, traditionally held in October and April. Company and agency representatives are interested in employing students with a variety of majors and a wide range of experiences and are eager to hire for full-time, part-time and internship positions.

Throughout the year, various employers visit the Career Center to make presentations about their organizations. Students who are registered with Golden Eagle CareerLink will be the first to be informed about these informative sessions.

On-Campus Interview (OCI) Program
The OCI Program enables seniors, graduate students, recent Cal State LA graduates, and Cal State LA alumni to arrange interviews with representatives of business, industry, and government agencies. The interviews, typically offered in October and April, take place in the Career Center and are for full-time entry-level positions. Interested individuals must attend a 90 minute orientation workshop to be eligible for participation in the program.

CAREER SERVICES FOR ALUMNI

Cal State LA alumni are eligible to use all career center services on a space available basis with priority given to fully matriculated and currently enrolled students. Alumni must provide proof of graduation from Cal State LA when requesting services.