Career Services Office

Career help for International Studies and Globalization Studies majors is provided by the Arts and Sciences Career Services Office. Students can use these services during their undergraduate study, and up to four terms after graduation. Go to http://ascareerservices.osu.edu/ to learn more about these services, upcoming events and get signed up for FUTURELINK!

**SERVICES**

- FUTURELINK – online internship and job listings including GOING GLOBAL
- Mock Interviews
- Internship Advising
- Resume and Cover Letter Critiques
- Job Search Consultations
- INTERFOLIO – for Graduate School reference letters
- Walk-in advising and by appointment.

**SPECIAL EVENTS**

- Resume-O-Rama
- Nonprofit Opportunities FAIR
- Public Sector Career FAIR
- Summer Internship FAIR
- On-campus employer information sessions
- On-campus employer interviews
- Job Search Strategies Workshop
- Interview with Confidence Workshop

**JOB PLANNING / SEARCH STRATEGIES**

- Learn how to write a really good resume and cover letter and interview effectively.
- Keep abreast of career events sponsored by your college, department, and the ASC Career Services Office.
- Get in the habit of seeking out opportunities early. Many internships, summer career immersion programs and job postings have application deadlines that are well in advance of the actual start date.
- Collect letters of recommendation for applications to prestigious internships or fellowships, graduate or professional schools, or other programs. If you’re planning on applying to graduate or professional degree programs, you are encouraged to set up an account with INTERFOLIO at www.interfolio.com.
- Cultivate a career network by keeping in touch with former supervisors, faculty, and other professionals you meet.
- Register for FUTURELINK at the ASC Career Services Office or at http://ascareerservices.osu.edu/futurelink
- The ASC Career Services staff can assist with finding an internship related to your career goals.
- Consider enrolling in ARTSSCI 1900, a career planning seminar that helps students identify career fields.
- Utilize the career assessment services available at Career Connection (http://careerconnection.osu.edu/).
- Determine whether a master’s or doctoral degree will be needed for your chosen career path.
- Take a course or seminar to improve upon the core skills desired by employers (e.g. writing, public speaking).
- Consider adding a “skill-based” minor (e.g. General Business, Geographic Information Systems).
- Attend “Career Fairs” and employer information sessions to meet recruiters who hire for the positions in which you are interested. What tips do they have for how you can enhance your experiences/resume?
- Plan to apply and interview for jobs 4-6 months before you graduate.
- Meet with a career advisor to plan a strategic job search and receive assistance with submitting your resume to employers.

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