



CAREER RESOURCES FOR FACULTY & STAFF

Department of Academic, Career and Transfer Services

The department follows a developmental model of advising for all students. The developmental approach to learning encourages each student to foster a working relationship with his/her Advisor by exercising autonomy within the student to assess one's skill-set and select an appropriate major. The undergraduate experience of exploring academics and incorporating this knowledge into a professional career is enhanced by the student accepting responsibility for promoting individual success.

Presentations and Interactive Workshops:

- Utilizing FOCUS2 an online career assessment for students
- Resume writing
- Job search techniques
- Online applications
- Informational and formal interview preparation
- Co-op and internship preparation
- Building relationships with employers in the profession
- Career panels with alumni of MCC within a particular industry
- Speed-networking- an event that allows students 5 minutes to speak individually to 10 professionals within a one-hour span of time
- Networking "how-to" seminars
- Speaker panels with faculty and employers to introduce students to career opportunities in a variety of fields

Information on Requesting a Service:

- Each topic listed above is intended to provide the students with a one-hour informational training that will prepare them for the challenges an entry-level employee will experience within his/her chosen field.
- Trainings may be scheduled by contacting the Career Counselor on your campus one month prior to the anticipated session date.
- Please indicate the number of students in your class so each counselor will be prepared with the appropriate number of handouts.

For more information, contact:

Bedford Campus

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Lowell Campus

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