



CAREER RESOURCES FOR STUDENTS

Career Development is a lifelong process consisting of three primary components: *self assessments, career/educational exploration* and *the job search process*. MCC Career Counselors are available to assist you with all aspects of career development.

MENU OF SERVICES AVAILABLE TO STUDENTS

Self Assessment and Career Exploration:

- FOCUS2 Career and Educational Assessment Program
- Researching careers and effective career decision making
- Choosing a major
- Understanding results of assessments and creating an action plan

Skills Training:

- Writing resumes and cover letters
- Interviewing techniques
- Business etiquette
- Online employment applications

Professional Networking:

- Panel presentations by MCC Alumni
- Using online social and professional networks: *LinkedIn, Facebook, Twitter*
- Regional networking groups

Job Search Process:

- Internship and co-op assistance
- Service learning
- Job board
- Career fairs at MCC
- On-campus recruitment by area employers

Individual Student Appointments:

- Schedule an appointment with a Career Counselor to address your specific career needs and concerns.

For more information, contact:

Bedford Campus

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