

and “The Job Connection,” an Internet-accessible database of job listings for students and alumni. There are also computers enabling students to access the Internet for career, college, transfer and employment information.

Web Site Information

The Career Center’s web site contains information on programs and services, a listing of MCC’s 2+2 Dual Admission Degree Programs and audit sheets, articulation agreements, a schedule of college visits to MCC, employer recruitment schedule, “The Job Connection,” workshops and special events, office publications and information about the Career Library. It also features links to home pages of transfer colleges, employment sites for reviewing job listings, posting resumes and researching companies, career sites on the Internet, financial aid/scholarships and Internet search engines and web locators.

“The Job Connection”

“The Job Connection” is an Internet-accessible database of employment and experiential education opportunities. It contains full-time, part-time and summer job vacancies as well as co-op, internship and community service positions. The listings can be searched by employer name, industry/career fields, job target, job status (i.e. full-time, part-time, summer job, co-op, internship or volunteer position) and date. Although students can access the listings through the College’s web site, faculty can link directly via www.monroecc.edu/go/FacultyJobConnection

Quietword™

Advanced technology that allows students and alumni to register and be matched to jobs, internships, vacation work and careers. Quietword™ ensures that only mutually interested students and employers are connected. Job seekers control privacy and anonymity by choosing to accept or decline invitations, and by blocking companies from ever seeing them. Students and alumni can register at <http://www.monroecc.edu/go/quietword>.

“It has been a pleasure to incorporate Career Center presentations in my classroom experiences! The presentations are savvy, relevant, and appealing to a broad spectrum of students. Students can expect to gain up-to-date information on a variety of issues, including how to write a resume, interview successfully, and secure successful transfer of credits to a higher educational opportunity. The Career Center professionals provide the enthusiasm and the expertise for student success while at MCC and well beyond the doors of our classrooms.”

Cynthia P. Smith
Health Related Professions

“From researching and writing about career options in my College Composition classes to creating resume portfolios in my Professional and Technical Communications classes, students continually rate the experiences of interacting with the Career Center as one of the best student services offered at MCC. Once students have that initial introduction to the Career Center’s services, they have found advisors and advocates through their educational journey and on their way to their professions.

On a personal note, I have learned and grown substantially as an advisor because of the Career Center’s expertise, all of which I can pass on to my students.”

Elizabeth Pierce
English/Philosophy

Career Center

~ Mission Statement ~

The mission of the Career Center is to enhance student success by providing comprehensive career, transfer and employment services. The staff is committed to fostering individual growth and development by assisting students with their academic, career and employment needs. Partnerships and collaborative efforts are developed with alumni, faculty, businesses, organizations, colleges and universities to help students explore various career, experiential, employment and transfer opportunities. The Career Center envisions career development as a life-long process and empowers students through its programs and services to develop and implement a plan to achieve their current and future career goals.

Career Center

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MCC

Monroe Community College is a unit of the State University of New York. It is the policy of the University and of this College not to discriminate on the basis of sex, race, color, religion, national origin, disability, age, marital status or sexual orientation in admissions, employment, and treatment of students and employees in any educational program or activity.

MCC
MONROE COMMUNITY COLLEGE

Services
for
Faculty

There's more to you.
There's more to MCC.

Career Center

www.monroecc.edu/go/careercenter

The Career Center staff values our relationship with faculty. We believe that having strong collaboration enhances “student success.” Faculty members at Monroe Community College continually take on additional responsibilities outside the classroom to assist students in finding purpose and direction in their educational process, setting them on a path to meet their career/life goals. The Career Center offers a number of programs and other services to help with this process.

Classroom Presentations

The Career Center staff facilitates class and group presentations on such topics as:

- *Resumania*: Preparing an Effective Resume and Cover Letter
- *Interview IQ*: Job Search Strategies
- Transfer College Advisement 101
- Scholarships
- Career Center Programs and Services
- *Creating Your Career*: Career Exploration
- Career Library Orientation

To request a class or group presentation, please print out the Presentation Request Form located on the Career Center’s web site, and send it to the Career Center, or call extension 2248.



Workshops

Several workshops are offered for faculty in areas such as: transfer advising, advising students for teacher education programs, and Career Center programs and services.

Career Programs

A variety of career programs and fairs are organized each year. MCC alumni, faculty and employers participate on numerous career panels each semester, during the Career Forum Series. The Career Center also hosts three Career/Job Fairs bringing more than 100 employers to campus.

In addition, the Career Center staff seeks collaboration with faculty to coordinate programs for students in specific transfer, career and certificate programs regarding career, college, scholarship and employment opportunities.

Transfer Advisement

The 2+2 Dual Admission Degree Programs and articulation agreements that MCC has with other colleges are continually updated to assure optimal transfer. Program audit sheets are available on our web site to assist faculty as they advise students. Career Center staff are also available to answer questions regarding the transfer process. To view a listing of current articulation agreements and 2+2 Dual Admission Degree Programs, please visit the Career Center’s web site.

Curriculum Development

In order to help with the establishment of new curriculums and revisions of existing academic programs, the Career Center provides information regarding academic programs at four-year colleges and changes in the employment market.



Follow-Up Data of MCC Graduates

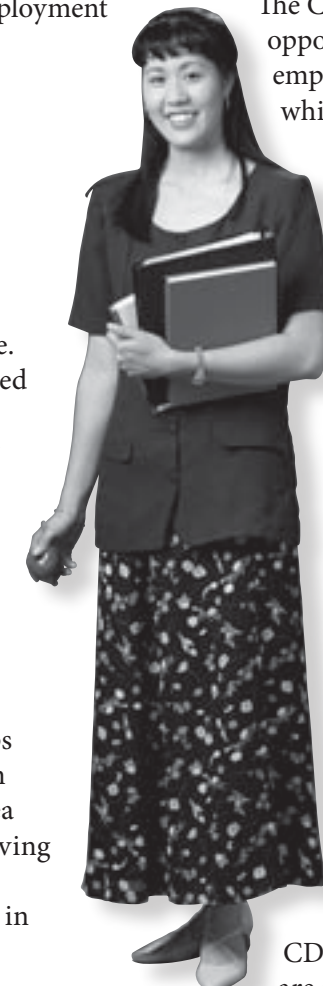
The Graduate Follow-Up Study is produced annually by the Research Office, to determine MCC degree recipients’ post-graduate activities (i.e. where they transferred and/or obtained employment.) Many departments rely on this information for planning purposes.

College and Employer Relations

Our office has developed relationships with admission staff and faculty from 4-year institutions and Rochester-area employers. If you are interested in having an employer or college representative speak to your class, we can assist you in coordinating those visits.

Career, Transfer and Employment Information Related to Academic Programs

The Career Center staff welcomes the opportunity to share career, transfer and employment information and resources which relate to your specific academic discipline. Assistance with researching career, college, scholarship and employment materials for recruiting and advising purposes is available through our office. Keep in mind, too, that the career profiles highlighting each program of study and related career paths, employment opportunities and transfer options are also available. Additionally, our staff can also help identify sites on the Internet with career, college, scholarship and employment opportunities related to your program of study for your department’s web page.



Career Library

The Career Library contains career planning, occupational and job search information, employer literature, college and financial aid directories, college catalogs, applications, and CDs/videotapes. Computerized resources are available, including FOCUS, a computerized career educational program,

There’s more to you. There’s more to MCC.