JOB AND INTERNSHIP
SEARCH TIPS

Link into your future career! Explore your career pathway by visiting Dolphin CareerLink via your myCI portal. Features include:

- On and Off-campus Jobs and Internships
- Resume and Interview Handbooks
- Graduate School Handbook
- Salary Calculator
- Job Search Database
- Registration for Workshops and Events
- Student Employment Application (on-campus)
- Career Assessments
- Career Exploration Resources
- Networking Strategies

WHAT YOU NEED TO START

HOW TO ACCESS OUR LYnda.COM VIDEOS

1. Locate the workshop materials at go.csuci.edu/cdsweb
2. Select ‘Students’ then go to ‘Workshops’
3. Select ‘Lynda.com Video Workshops’
4. You will be prompted to sign-in to your myCI student portal
5. Select your workshop & complete the guide while viewing

ONLINE SERVICES
Visit go.csuci.edu/cds-students for more info!

- Resume Templates, Samples and Handbook
- Career Assessments
- Career Research/Job Search Databases
- Virtual Mock Interviews and One-On-One Appointments

ENHANCE YOUR LEADERSHIP SKILLS

- Participate in a leadership development workshop
- Explore your leadership potential through a leadership retreat
- Nominate campus leaders for a legacy award
- Enhance and develop leadership skills

CAREER & LEADERSHIP DEVELOPMENT
EVENTS AND WORKSHOPS
SPRING 2018

For more information please contact the Career & Leadership Development Center at 805-437-3270 or career.services@csuci.edu. The University encourages persons with disabilities to participate in its programs and activities. If you anticipate needing any type of accommodation, or have questions about the physical access provided, please contact Disability Accommodations and Support Services at accommodations@csuci.edu or call 805-437-3331 as soon as possible.

Visit GO.CSUCI.EDU/CDSNEWS weekly for up-to-date information on:

- Employer recruitment tabling on campus
- Employers on campus for mock interviews
- Employer networking events in the community
- Employer information sessions and presentations

CAMPUS TABLING AND INTERVIEWING

TableCells:

- Resume
- Cover Letter
- Updated Dolphin CareerLink Profile
- Updated LinkedIn Profile

Zoom

Online Career Counseling Appointments Now Available!

go.csuci.edu/cdsFB
@CICareer
@CICareer
go.csuci.edu/linkedinGroup
**FEBRUARY - CULTIVATING YOUR CAREER READINESS**

Sessions held in Bell Tower 1548 unless otherwise noted.

**HLI Internship Program Info Session**
Learn about our paid internship program including how to apply and benefits of participation.

- Thu, Feb. 8
  - 11:30 a.m. to 1:30 p.m.
  - Grand Salon

- Thu, Feb. 15
  - 11:30 a.m. to 1:30 p.m.
  - Off-Campus

**On-Campus Employment: How to Apply**
Gain helpful information for applying to on-campus positions, part-time work, full-time work and internships.

- Thu, Feb. 22
  - 11 a.m. to Noon
  - Bell Tower 1538

**Careers Connections Night**
Career Connections Night.

- Thu, Feb. 1
  - 5:30 to 8:30 p.m.
  - Bell Tower 1538

**HLI Internship Program Info Session**
Learn about our paid internship program including how to apply and benefits of participation.

- Wed, Feb. 14
  - Noon to 1 p.m.
  - Bell Tower 1538

- Thu, Feb. 22
  - Noon to 1 p.m.
  - Bell Tower 1538

**Love Your Future**
Create your own vision board and explore tools for future success including S.M.A.R.T. goals and career research.

- Wed, Feb. 15
  - 1 to 2 p.m.
  - Bell Tower 1538

**Camarillo Chamber Luncheon**
Meet local community partners and hear President Beck speak about the state of our University. 

- Thu, Feb. 1
  - 11:30 a.m. to 1:30 p.m.
  - Off-Campus

**Resume 101**
Helpful tips on how to prepare and polish your resume.

- Wed, Feb. 22
  - Noon to 1 p.m.
  - Bell Tower 1538

**HLI Internship Program Application Assistance**
Come have your required documents reviewed by CLD staff and learn how to upload your application documents into Dolphin CareerLink.

- Feb. 27
  - 3 to 4:30 p.m.

**Tuning Emotions into Engagement**
Come and explore leadership techniques to positively impact the communities around you.

- Wed, Feb. 28
  - Noon to 1 p.m.
  - Bell Tower 1538

**MARCH - SKILLS FOR SUCCESS**
Sessions held in Bell Tower 1548 unless otherwise noted.

**Leadership Retreat**
This on-campus leadership retreat will provide you with an opportunity to engage in self-exploration, networking, skill building sessions and mentorship. Apply by 2/23/18 at: go.csuci.edu/ slrwp

- Thu, March 8
  - 11 a.m. to Noon

**Salary Negotiations**
Learn helpful tips and strategies on how to negotiate your salary.

- Mon, March 26
  - 5 to 6 p.m.

**Know Your Personality Type**
Obtain your Myers-Briggs Type Indicator (MBTI) results and understand how to utilize your personality type in career decision-making, team building, group dynamics, and professional development. 

- Thu, March 15
  - 10 to 11:30 a.m.

**Resume 101**
Helpful tips on how to prepare and polish your resume.

- Wed, March 28
  - 11 a.m. to Noon

**LinkedIn 101**
It’s just networking! Discover how to maximize LinkedIn as a job/ internship search tool. Please bring your own personal laptop to create and edit your LinkedIn Profile.

- Wed, March 28
  - 11 a.m. to Noon

**Understanding Your Communication Style**
Identify strategies for effective interpersonal communication in various settings.

- Thu, March 29
  - Noon to 1 p.m.
  - Bell Tower 1538

**APRIL - PATHWAY TO PAY DAY**
Sessions held in Bell Tower 1548 unless otherwise noted.

**LinkedIn 201: Workshop & Photo Session**
Explore LinkedIn and learn valuable tools for researching careers and employment opportunities. Come in professional attire to take your professional profile photo. Must have LinkedIn profile already established. Intermediate user level workshop. Please bring your own personal laptop.

- Tue, April 3
  - 1 to 2 p.m.

**Career Fair Success: Get Ready to Impress!**
Gain tips on how to prepare for the upcoming Career & Internship Fair.

- Thu, April 12
  - 11 a.m. to Noon

**Career & Internship Fair**
Network with local organizations that are actively recruiting to fill internship, part-time, and/or full-time employment positions. For a list of participating employers: go.csuci.edu/cdsnews

- Wed, April 25
  - Noon to 1 p.m.
  - Bell Tower 1538

**Leadership and Stress Management**
Join us to explore lifelong skills for managing stress.

- Wed, May 2
  - 6 to 8 p.m.

**LEGACY AWARDS**
A celebration of leadership is CSUCI’s premiere recognition of students, student organizations, faculty, staff, and administrators who live the University mission through a commitment to student-centeredness, service, community and individual development.

**WEEKLY DROP-IN HOURS**

**Jan. 29 - May 4, 2018 (Black-out dates: March 19-24, March 30)**

**TUESDAYS**
10 a.m. to 1 p.m.

**THURSDAYS**
1 to 4 p.m.

**FRIDAYS**
10 a.m. to 1 p.m.

Mondays & Wednesdays by appointment only. Call 805-437-3270 to make an appointment.