

The [Department of Career Planning & Development](#) shares in the mission of the University by educating and facilitating the career development of students and alumni, in preparation for the ever-changing work environment. Through strategic engagement with internal and external partners, we provide access to services, programs, and experiences that develop competent and competitive professionals who will contribute to local and global communities.

### WHO IS MY CAREER & INTERNSHIP ADVISOR?

Radow College of Humanities and Social Sciences has two Career and Internship advisors depending on your major. Find out who your assigned Career and Internship Advisor is as well as additional resources [here](#).

**Devin Witt** is the [Career & Internship Advisor](#) for: Departments of Geography & Anthropology, Psychological Science, Sociology & Criminal Justice, School of Communication and Media, and School of Government and International Affairs. His office is conveniently located in the Undergraduate Academic Advising Center, Willingham Hall, Suite 223, Kennesaw campus.

**Wade Thomas** is the [Career & Internship Advisor](#) for: Departments of Foreign Languages, African & African Diaspora Studies, Asian Studies, English, Technical Communication & Interactive Design, and History & Philosophy. His office is in the Wilson Building, Suite 209, Marietta campus.

*\*Students can schedule an appointment with their Career & Internship Advisor through [Handshake](#).*

## STUDENT RESOURCES

### **CAREER EXPLORATION**

Decided on a major but not sure what you can do with it? Or, you've narrowed it down to a couple but don't know which is best for your career plan? We can [help](#) discuss possible career opportunities and outlook for jobs using that degree.

### **RESUME CREATION and IMPROVEMENT**

Whether you have never written a resume before, you are seeking to update it for the "real" job market, or even if you're a seasoned professional looking to head in a new career direction, we can help you [craft a resume](#) that will help you land that next (or first!) job or internship.

### **COVER LETTER WRITING**

Cover letter writing is some of the most difficult writing you will ever do. We are here to help you navigate the Do's and Don'ts of the effective [cover letter](#) in today's job market.

### **ONLINE MOCK INTERVIEWS**

KSU now offers [Interview Stream](#). This will allow you to practice and hone in on those interviewing skills. Never again will you be unprepared for the "Tell me about yourself" question.

### **EXPERIENTIAL EDUCATION**

The Department of Career Planning & Development works directly with the academic departments across campus to facilitate [internship and co-op programs](#), and the qualifications and process will vary slightly depending on your major. Check with us for specifics about your program and how to earn academic credit. We're happy to help you get started with finding and applying for eligible internships and co-ops.

### **HANDSHAKE: CAREER MANAGEMENT SYSTEM**

Get started right now looking for internships, co-ops, volunteer, part-time and full-time opportunities using our online job board [Handshake](#). Handshake is open only to KSU students and alumni, and connects local, state, national, and even some international organizations with the talent (you!) they are looking for. Login today to establish your account and begin searching and applying.

## **YOUSCIENCE CAREER DISCOVERY TOOL**

YouScience is designed to help students identify their potential aptitudes and careers. To create a personalized YouScience profile students will be required to complete a series of online exercises to help them identify their natural abilities, confirm specific areas of interest, and explore career opportunities to align with their interests and aptitudes. Students must schedule a career advising appointment online in [Handshake](#).

## **CAREER SERVICES PROGRAMMING**

From job fairs and networking events to casual advising and cookouts, we have a variety of events designed specifically to get you ready for a career after graduation. View events information [online](#).

### **JOB & INTERNSHIP FAIRS**

We host six major Job & Internship fairs each year, three each in Fall and Spring semesters. Visit the [KSU Job Fairs page](#) directly for specific information and dates. Be sure to download our app, Career Fair+ ([Apple](#) | [Android](#)), for updated lists of which companies will be at the upcoming fairs, as well as what positions they are seeking to fill. Our website and the app have tips for success at the Job & Internship Fairs, and we also host Job Fair Preparation Day on the Monday of each major Job Fair Week to provide students options for additional preparation.

### **WORKSHOPS**

We offer a wide variety of workshops every semester, especially in the weeks leading up to the Job & Internship Fairs, on a variety of topics: everything from resume writing to interviewing techniques, developing your professional self, using LinkedIn and social media in the job search, and navigating career fairs. Check out our [Career Calendar](#) and stay updated.

### **PROFESSIONAL NETWORKING EVENTS**

We host other events and workshops that bring real employers to campus, giving you insider information and access to future career paths and excellent networking opportunities. Bookmark our Events page to stay updated.

### **CAREER EXPLORATION EVENTS**

Participate in Career Exploration Nights and discover the different paths you can take within different fields, and to meet a variety of companies that involve work in diverse areas.

### **JOB FAIR PREPARATION DAY**

Attend Job Fair Preparation Days to work on the skills needed to become career-ready! Whether you're getting ready for your first virtual fair, or sharpening your networking skills, this event will help you be ready for our next big job fair.

### **OWL PROFESSIONAL DEVELOPMENT CONFERENCE**

[The Owl Professional Development Conference](#) is a one-day conference that provides students an opportunity to enhance their professional job-seeking skills, gain insight from experts on what makes a successful job search, and network with employers and presenters.

### **OWL JOB SHADOW PROGRAM**

[The Owl Job Shadow Program](#) provides students with a one-day shadow experience to help them explore different career opportunities and see what it is like to work after graduation. This program provides a "real life" look at the student's career field of interest, connects classroom learning with workplace experience, broadens the view of opportunities with different companies, creates a great start to networking with professionals, emphasizes professionalism and business etiquette, and assists to define a potential career path after graduation.

### **OWL MENTOR NETWORK FOR STUDENTS**

The Department of Career Planning and Development has partnered with the Office of Alumni Relations and Annual Giving to launch [Owl Mentor Network \(OMN\)](#), allowing KSU students to gain expert advice from KSU alumni through online mentoring. OMN makes it easy to set goals and track your progress in a long-term mentoring connection and through short-term flash mentoring. Over 500+ alumni available.