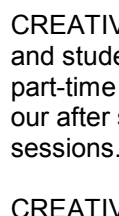




CSW—Career Services Weekly



CREATIVE KIDS Teaching Artist Positions Available!

Friday, November 6, 2009
Issue No. 64

CREATIVE KIDS is looking for actors, teaching artists, and students with a theatre/drama background who have part-time availability and a love of children to be a part of our after school program for our winter and spring sessions.

CREATIVE KIDS is an innovative and dynamic literature based drama program. A professional actor/teacher will lead the class in exploring and dramatizing specially selected children's stories. The students then create and act out their own original stories based on these books. These stories come from all over the world and are carefully chosen for each age group. CREATIVE KIDS introduces students to acting, increases their love of books, and is loads of fun – a perfect mix for a great after-school program!

Positions Available Now in Baltimore County, Howard County, Washington DC Metro Area, and Northern Virginia

Teaching Positions Available Now for the After School Drama Program
Theatre training, experience working with children, and a car are required.

Classes are 45—60 minutes between the hours of 2—5 PM and run one or more days per week for 6—8 weeks.

Rate of Pay: \$26/hour

For more information or to apply:
Fax or email picture, resume, and cover letter to

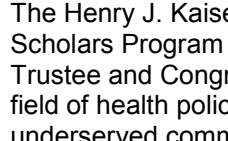
Creative Kids
204 Stonegate Drive
Silver Spring, MD 20905
FAX (301) 388-0176
mkayrich@aol.com

Calendar of Events

Pharmacy Career Fair
Friday, November 6
10 am—4 pm
Health Professions Building

Career Consultant
Monday, November 23
11 am—1 pm
Northern Virginia Campus

For more upcoming events
[click here.](#)



Health Policy Scholars Program Opportunity!

Presenting The Henry J. Kaiser Family Foundation Barbara Jordan Health Policy Scholars Program in partnership with Howard University!

The application for the 2010 Program deadline is Friday, December 4, 2009.

PROGRAM

The Barbara Jordan Health Policy Scholars Program brings talented college seniors and recent graduates to Washington, D.C., where they are placed in congressional offices and learn about health policy issues, with a focus on issues affecting racial and ethnic minority and underserved communities. Through the ten-week program (May 17–July 24, 2010), Scholars gain knowledge about federal legislative procedure and health policy issues, while further developing their critical thinking and leadership skills. In addition to gaining experience in a congressional office, Scholars participate in seminars and site visits to augment their knowledge of health care issues, and write and present a health policy research memo that addresses a problem of concern to disadvantaged populations.

PURPOSE

The Henry J. Kaiser Family Foundation established the Barbara Jordan Health Policy Scholars Program at Howard University to honor the legacy of former Foundation Trustee and Congresswoman Barbara Jordan and to expand the pool of students in the field of health policy who are interested in issues affecting racial and ethnic minority and underserved communities. As a member of the United States Congress and the Texas State Legislature, Barbara Jordan's distinguished career was exemplified by her tireless advocacy of behalf of vulnerable populations. She brought this passion to her work, inspiring others to become involved in addressing challenging health policy issues.

For more information, please visit <http://www.kff.org/minorityhealth/bjscholars/>.

10 Ways to be Liked by Your Interviewer

by Jonathan Littman and Marc Hershon

No matter your resume and talents, if you mess up a job interview you won't get that position. In today's tough economy you need every possible edge.

Here are 10 simple things to do that will dramatically increase your chances: from wearing the right expression, to knowing what not to say, to never ever breaking a sweat.

1. Don't be a "smiley face".

Excessive smiling in a job interview is seen for what it is -- nervousness and a lack of confidence. A smiley-face person exudes phoniness, which will quickly be picked up by the interviewer. Instead be thoughtful and pleasant. Smile when there's something to smile about. Do a practice run in front of a mirror or friend.

2. Don't be a small-talker.

Your job is to be knowledgeable about the company for which you're interviewing. Random facts about last night's episode of "Dancing with the Stars" or your favorite blog will not get you the job. Never feel you have to fill an interview with small talk. Find ways to talk about serious subjects related to the industry or company. Pockets of silence are better than padding an interview with random babble.

3. Don't sweat.

You can lose a job by wearing an undershirt or simply a little too much clothing. Sweaty palms or beads on your forehead will not impress. You are not applying to be a personal trainer. Sweat will be seen as a sign of weakness and nervousness. Do a practice run with your job interview outfit in front of friends. The job interview is one place you definitely don't want to be hot.

4. Don't be a road block.

Interviewers are seeking candidates eager to take on challenging projects and jobs. Hesitance and a nay-saying mentality will be as visible as a red tie -- and seen as a negative. Practice saying "yes" to questions about your interest in tasks and work that might normally give you pause.

5. Don't be petty.

Asking the location of the lunchroom or meeting room will clue the interviewer into your lack of preparation and initiative. Prepare. Don't ask questions about routine elements or functions of a company: where stuff is, the size of your cube, and company policy on coffee breaks.

6. Don't be a liar.

Studies show that employees lie frequently in the workplace. Lying won't get you a job. In a job interview even a slight exaggeration is lying. Don't. Never stretch your resume or embellish accomplishments. One lie can ruin your entire interview, and the skilled interviewer will spot the lie and show you the door.

7. Don't be a bad comedian.

Humor tends to be very subjective, and while it may be tempting to lead your interview with a joke you've got to be careful about your material. You probably will know nothing about the sensibilities of your interviewer, let alone what makes them laugh. On the other hand, nothing disarms the tension of a job interview like a little laughter, so you can probably score at least a courtesy chuckle mentioning that it's "perfect weather for a job interview!"

8. Don't be high-maintenance.

If you start talking about the ideal office temperature, the perfect chair for your tricky back, and how the water cooler needs to be filled with imported mineral water, chances are you'll be shown a polite smile and the door, regardless of your qualifications. Nobody hiring today is going to be looking for someone who's going to be finicky about their workspace.

9. Don't be a time-waster.

At every job interview, the prospective hire is given the chance to ask questions. Make yours intelligent, to the point, and watch the person across the desk for visual cues whether you've asked enough. Ask too many questions about off-target matters and you'll be thought of as someone destined to waste the company's resources with insignificant and time-wasting matters.

10. Don't be a switchblade.

Normally the switchblade is thought of a backstabber, often taking credit for someone else's work. In an interview setting, the switchblade can't help but "trash talk" his former employer. If you make it seem like your former workplace was hell on Earth, the person interviewing you might be tempted to call them to find out who was the real devil.

College Central Network:

SU's online Job Posting Website



Career Services at Shenandoah University uses an on-line job posting system to alert students to part- and full-time jobs and internships. To join College Central Network, follow the instructions below.

Login information

1. Go to www.collegecentral.com/su
2. Click on the Student icon.
3. Choose the link for Register Now.
4. Enter registration information.
5. You can now search job postings online, and post your resumé for employers to see!

Be sure to check out the new jobs that have been posted exclusive for Shenandoah University students!

CAREER 15



The Virginia Private College Network

If you're looking for an internship or a job with career possibilities, how do you get noticed by the bigger corporations? The great news is that Shenandoah University is a member of the Virginia Foundation for Independent Colleges. Together the 15 colleges of the VFIC have made expanding your career opportunities a top priority.

Register with CAREER15 at www.career15.com. You'll file your resume online where participating companies can then review it. While they're learning about you, you can be learning about them and discovering specific opportunities they have posted.

In addition to the online networking, CAREER 15 sponsors interview days and job fairs in conjunction with VFIC member colleges and partner corporations. You definitely want to put yourself in this unique spotlight.



Questions or comments? Email us at career@su.edu or call (540) 665-5412. [Click here](#) to view the Career Services Weekly online.