



## CSW—Career Services Weekly



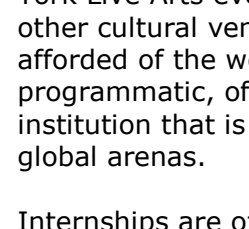
### Internship Opportunities

The Late Show with David Letterman is looking for bright, energetic women and men who are interested in the television industry. Applicants from all majors are welcome.

The positions are full time, non-paying and must be for course credit. Submit a cover letter and resume to apply for the following semesters:

- Summer Semester (May-August) Deadline March 1.
- Fall Semester (August-December) Deadline June 1
- Spring Semester (January-May) Deadline October 1.

For more information, call (212) 975-5806, or email [lateshowinternships@cbs.com](mailto:lateshowinternships@cbs.com).



### Internships Available

New York Live Arts seeks creative and forward-thinking candidates for competitive administrative and production internships. All applicants are expected to be independent, computer-literate workers who are passionate about the arts; prior experience in the dance field is not required. Relate educational or work experience is preferred.

Benefits include complimentary tickets to New York Live Arts events and, often, to events at other cultural venues. A close view will be afforded of the workings, both administrative and programmatic, of a major New York cultural institution that is active in local, regional, and global arenas.

Internships are offered year-round. The schedule and weekly hours are flexible. Applicants should be able to house themselves in the NY metro area. Internships are unpaid and targeted towards those seeking academic credit or work experience in a fast-paced arts organization.

Intern applications are accepted on an ongoing basis. Please send your resume and cover letter to: [careers@newyorklivearts.org](mailto:careers@newyorklivearts.org). Please include the internship position you are applying for in the subject line.

Internship opportunities include:

- Arts Administration Intern
- Marketing Intern
- Programming Internship
- Individual Giving Internship
- Special Events Internship
- Engagement Intern
- Artists Services Intern
- Administrative Services Intern
- Financial Services Intern

Friday, October 7, 2011  
Issue No. 123

### Calendar of Events

#### SIFE—Resume and Cover Letter Presentation

**Monday, October 10**  
Halpin Harrison Hall  
Room 207  
5 p.m.—6 p.m.

#### Virginia State Police On Campus

**Tuesday & Wednesday  
October 11 & 12**  
Brant Student Center  
Lobby  
11 a.m.—1 p.m.

#### Pharmacy Career Fair

**Friday,  
November 4**  
Health Professions  
Building  
10 a.m.—Noon

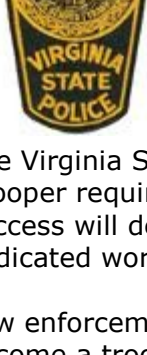
#### Pharmacy Career Fair- Job Interviews

**Friday,  
November 4**  
Health Professions  
Building  
1 p.m.—4 p.m.

#### International Etiquette Dinner

**Tuesday,  
November 15**  
Clement Board Room  
6 p.m.—8 p.m.

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



### Opportunities at Virginia State Police

The Virginia State Police is more than a job it's a career. The life of a Trooper requires dedication, sacrifice, and commitment. Our continued success will depend on maintaining and hiring an educated, diverse, dedicated workforce.

Law enforcement is not an easy career choice. It takes a special person to become a trooper - someone who, at any given moment, may be called upon to arrest the most atrocious criminal, console and calm a crying child, investigate complex criminal activities, and carry out a multitude of other diverse duties and responsibilities.

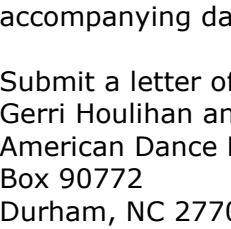
Please contact Trooper Korson if you can not meet with her on campus to answer all of your questions at [l.korson@vsp.virginia.gov](mailto:l.korson@vsp.virginia.gov). All applications must be submitted electronically at [www.virginiatrooper.org](http://www.virginiatrooper.org).

### Public Relations/Marketing Internship Available

Free Medical Clinic, a community nonprofit organization, is celebrating a 25th anniversary. In preparation for the major event anniversary celebration to be held mid-October, they are recruiting a PR/Marketing Intern.

The intern position is available immediately with an end date of October 20. The paid intern position is estimated 25-30 hours a week at a rate of \$15 per hour. Projects would be completed in the Administrative Offices of the Free Medical Clinic, with a flexible schedule between the hours of 9am-5pm, Monday-Friday.

Project involves drafting press releases, newspaper ads, history easel boards, and assisting in draft letters to legislators. Skills needed: Excellent writing and computer skills and experience with Publisher, PowerPoint and Photoshop (or other photoshop software). Contact: Vicki McClelland, Executive Director Free Medical Clinic, 540-536-1680 or [vmcclelland@fmcwinchester.org](mailto:vmcclelland@fmcwinchester.org).



### Music Director Position Available

american dance festival

The American Dance Festival in Durham, NC is seeking a Music Director for its School. The position is part-time and available immediately.

The ADF Music Director develops and oversees all music programming and scheduling for the School in addition to accompanying classes. This is a position that can be done in conjunction with a college or university position. The Music Director must be in Durham for the ADF season, but throughout the year work can be done by regular phone and email communications.

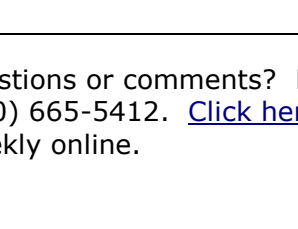
Requirements include excellent communication and interpersonal skills and the ability to work collaboratively in a fast-paced environment are required. Knowledge of the ADF and modern dance preferred and experience accompanying dance classes required.

Submit a letter of interest, a current CV, and three references to:  
Gerri Houlihan and James Frazier, Co-Deans  
American Dance Festival  
Box 90772  
Durham, NC 27708

Applications will be reviewed by a panel. No phone or email inquires please.

Please submit application by October 31, 2011.

### 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](http://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 résumé 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](http://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](mailto:career@su.edu) or call (540) 665-5412. [Click here](#) to view the Career Services Weekly online.

