



## Jobs, Internships & Programs April 2013

*The St. John's College Career Services Office produces the Horizons as a service to St. John's College students and community members for their career development, educational, and life planning. Any jobs or other opportunities listed herein do not indicate an endorsement or recommendation from St. John's College or the Career Services Office.*

## Upcoming Forums & Information Sessions

***Attend as Many as You Can—  
End Your Year with Valuable Information from Alumni & Others  
to Help You Plan Your Future***

**☀️ Join Us for a Visit to the University of Maryland Medical School ☀️**

**Wednesday, March 27, 2:30, Meet in the Gym Parking Lot**

We'll be visiting with alumni who are currently medical students at the University of Maryland Medical School in Baltimore, Maryland. They'll take you on a tour and tell you about their experiences. We'll travel by van, so please RSVP to Kathleen Cady at [Kathleen.cady@sjca.edu](mailto:Kathleen.cady@sjca.edu) by March 25 to let us know if you'll be attending.

**☀️ You're Invited to Attend Mock Interviewing Sessions with Board Members of the College. Don't Miss This Opportunity to Hone Your Interviewing Skills! ☀️**

**Saturday, April 6, 10:00am-12:00pm, various classrooms**

Take advantage of the opportunity to practice your interviewing skills with successful alumni who are eager to help you succeed post-SJC. You'll experience a professional mock-interview and receive suggestions for improvement.

**☀️ For Juniors: "Preparing for Your Senior Year" ☀️**

**Tuesday, April 9, 4:00, Hodson Room**

Find out about all of the different strategies you can take to be ready for your senior year and beyond. We'll also discuss competitive scholarships for post-SJC graduate study.

**More Upcoming Forums:**

**☀ Careers in Medicine, Alumni Forum ☀**

**Wednesday, April 10, 7:00pm, Conversation Room**

Come to hear from a terrific group of alumni who are all pursuing a medical career—from the post-bacc stage to the seasoned professional. They're here to offer you advice about the field and how to prepare for your career in medicine.

Here's who will be present: April Sharp A07, Louis Kovacs A02, and Martin Gaudinski A04

**☀ Associate Dean of Admissions, the University of Maryland Medical School Will Be On Campus to Answer Your Medical School Questions ☀**

**Tuesday, April 16, 4:00pm, Conversation Room**

Join Dr. Milford Foxwell, Associate Dean of Admissions, at the University of Maryland Medical School, to hear about their program, medical schools in general, pre-requisites you'll need, and experiences that will enhance your application.

**☀ Pre-Croquet Alumni Networking Brunch ☀**

**Saturday, April 20, 11:45-12:45, Dining Hall**

Join alumni visiting for croquet weekend to hear about their careers in a casual format. Tables will be labeled by career field and you'll be able to enjoy brunch while learning more about an area of interest.

Don't miss this opportunity to network!

**JOBS, INTERNSHIPS,  
& PROGRAMS**

**☀ Best Internship on Earth with the Sierra Club ☀  
Application deadline: April 9, 2013**

**Visit: [www.sierraclub.org/bestinternship](http://www.sierraclub.org/bestinternship)**

If you have a passion for environment, love spending time outside, and enjoy telling your friends about your adventures—this may be your opportunity to make a difference.

For the first time, the Sierra Club will select two young adults (college students or recent graduates) for the Best Internship on Earth. One position for someone skilled in video production, one position for someone with an interest in being on-camera talent. Both roles offer an incredible opportunity for adventure, travel and storytelling. When not on the road, the Best Interns will work with Sierra Club's communications team in San Francisco, CA, to review, cut and edit video clips, chronicle their journey in a blog and promote an appreciation of nature through outdoor education and adventure using available media resources.

The ideal candidate is passionate about the environment and being outside, open to new experiences, a skilled storyteller, experienced with video software and production, and highly engaged with their online community. To apply, students and recent graduates over the age of 18 submit a video clip (60-90 seconds) showcasing their love for the outdoors and why they want to intern with the Sierra Club. In addition to a stipend and all-expenses paid travel, the winning interns will each receive \$1,000 worth of merchandise provided by The North Face, a hallmark brand for outdoor gear, apparel and footwear.

**☀ Friendship Public Charter School, Summer Associate Program (Intern) ☀  
Washington, DC**

**Visit: <https://careers-friendshipschools.icims.com/jobs/1628/job>**

The **Friendship PCS Summer Associate Program** is a highly selective internship program designed to identify and cultivate our next generation of education professionals. Friendship is seeking exceptional undergraduate students from a range of academic disciplines who demonstrate the talent, skills, and values needed to positively impact the quality of urban education and lead our children to high levels of achievement.

**Responsibilities:**

Below is a list of the hiring Departments & Teams and information on some of the exciting work you may be contributing to this summer!

**Academics: Curriculum:** Publishing Curriculum Materials, Summer Professional Development, Online System Management, Curriculum Inventory & Distribution, and Planning

**Academics: Special Education:** Summer Programming, Teacher Training, Data, and Compliance

**Extended Learning Programs: Instructional:** Summer School Instruction

**Special Requirements:** Juniors and Seniors with majors or career interests in Education ONLY

**Extended Learning Programs: Operations:** Operations, summer enrichment programs, focus group and case study coordination, early childhood accreditation work

**Human Resources:** Compliance and Data Review, File Auditing, Employee Relations Planning, and New Employee Onboarding

**Human Resources: Talent Management:** Retention & Culture Planning, New Teacher Training, and Recruitment & Selection Strategizing

**Information Technology:** Troubleshooting, System Updates, Operations, and Hardware and Network Solutions

**Special Requirements:** General knowledge of computer network characteristics, network operating system software, and network components (i.e.: network servers, switches, hubs, routers, bridges, cabling)

**Operations: Events:** Coordination, Planning, & Management of Summer and Fall Organization Wide Events

**Operations: Governance & Compliance:** Charter Accreditation Activity Coordination & Implementation, and Auditing

**Operations: Parent Relations & Sponsored Programs:** Parent Relations Programming, Gifted & Talented Program Operations and Summer Instruction

**Qualifications:** ♦ 3.0 GPA (Minimum) ♦ Undergraduate students

**Application Deadlines:**

♦ Early Bird: Friday, March 15 ♦ Deadline: Monday, March 25 ♦ Offers extended by: Wednesday, April 10

**Internship Dates:** June 3 – August 14

**Compensation:** \$3,000 (stipend)

**☀ Alpha EMC (Alpha Environmental Management Corp.) ☀  
Field Consultant in Annapolis, MD**

**Visit: [www.alphaemc.com](http://www.alphaemc.com)**

Alpha EMC is seeking a motivated **Field Consultant** to help build their compliance service firm. This full-time position is responsible for NPDES storm water inspections, which entail weekly scheduled and unscheduled construction site inspections (following 0.5' rainfalls) to verify that proper sediment and erosion control practices are being utilized and that the job site is in compliance with the federally mandated NPDES Storm water permit. In addition, the position will conduct on-site inspections of residential properties to determine energy efficiency within the scope of the RESNET (Residential Energy Services Network) Standards under the direction of EPA. This role also includes diagnostic testing with Blower Door and Duct Tester and submission of all data to company HERS Rater.

You will be responsible for, but not limited to, creating client interactions, researching and analyzing client solutions,

assessing sites, preparing inspection reports as well as keeping abreast of technical knowledge.

Alpha EMC provides a competitive salary in addition to benefits\* including, but not limited to, medical, dental, 401K, vehicle allowance, cell phone and/or computer.

\*Some benefits based on time and are subject to change

**Requirements:**

- Knowledge of general construction
- Knowledge of IECC (International Energy Conservation Code) and RESNET Performance testing principles
- Must pass RESNET Rating Field Inspector national written and performance exam (training will be provided)
- Minimum of A.A. required; B.S preferred
- Dependable transportation required for inspections. (Vehicle allowance provided).

**Misc:**

- Up to low \$30K, DOE
- Full-time, exempt position
- Territory—Annapolis, MD (and surrounding areas)
- Looking to hire effective immediately

**☀ Hertog War Studies Summer Program, Institute for the Study of War ☀  
Washington, DC**

**Runs: July 28 – August 10**

**Application deadline: April 15, 2013**

**Visit: [www.hertogwarstudies.org](http://www.hertogwarstudies.org)**

The Hertog War Studies Summer Program in Washington DC is an intensive 2-week program run by the Institute for the Study of War. The Hertog War Studies Summer Program aims to educate advanced undergraduate students about the theory, practice, organization, and control of war and military forces. Over the course of the program, students will learn from and interact with distinguished senior leaders in the national security and military communities, including retired generals and leading intellectuals. The program will provide students with a deeper understanding of specific topics in military history and their intersection with modern warfare and policy. Students will learn about military history in a hands-on environment including participating in a battlefield staff-ride to Gettysburg in order to explore the relationships between terrain, timing, and decision making in war. This program is open to talented rising juniors, seniors, and graduating seniors with a minimum of 3.5 GPA. The Hertog War Studies Summer Program provides a stipend of \$1,500 in addition to housing, lunches, and subsidized transportation to Washington, DC.

***Fast Approaching Deadline!***

**☀ Women in International Security (WIIS) Internship ☀  
Washington, DC**

**Application deadline: March 20, 2013**

**Visit: <http://wiisglobal.org>**

Women In International Security (WIIS) is the only global network actively advancing women's leadership, at all stages of their careers, in the international peace and security field.

WIIS intern will work on a variety of initiatives in the communication, membership, and event planning areas, including:

- Updating and interacting with WIIS social platforms (Facebook, twitter, LinkedIn, blog) on a daily basis
- Identifying events and activities of interest to WIIS members around the world and communicating these activities to the WIIS network on a weekly basis
- Compiling a list of professional opportunities to share with WIIS members on a bi-weekly basis
- Communicating with and answering any questions/concerns from WIIS members
- Assisting with WIIS events (create invitations, keep track of invitees, etc)
- Representing WIIS at external events on relevant issues

- Performing various administrative tasks as needed

Desired qualifications:

- Interest in the WIIS mission and in peace and security issues
- Bachelor's or master's degree (or degree in progress) in International Relations, Political Science, Communications or related field
- Excellent communication skills (written and oral) and experience using social media platforms such as Twitter, Facebook, YouTube, etc.
- Experience with planning events
- Ability to work independently and in a small team
- Excellent organizational skills

Application Process: Please send a cover letter, resume, and a writing sample (less than 1000 words) to [info@wiisglobal.org](mailto:info@wiisglobal.org).

## EVENTS

☀️ **The Catholic University of America** ☀️

### **School of Library and Information Science Information Session**

**March 21, 2013, 5:00-7:00pm**

RSVP to [freeman@cua.edu](mailto:freeman@cua.edu)

Learn more about earning your master's degree in library and information science from Catholic University, with specializations in law, cultural heritage, digital libraries, school library media, information architecture, and others. For more information visit: [slis.cua.edu](http://slis.cua.edu) or call 202-319-6138.

## FROM OUR MAILBOX

☀️ **NARRATIVE Magazine, Winter Contest** ☀️

**Submission deadline: March 31, 2013**

**Visit: [www.narrativemagazine.com/node/194590](http://www.narrativemagazine.com/node/194590)**

The Winter Contest is open to all fiction and nonfiction writers. *Narrative* is looking for short shorts, short stories, essays, memoirs, photo essays, graphic stories, all forms of literary nonfiction, and excerpts from longer works of both fiction and nonfiction. Entries must be previously unpublished, no longer than 15,000 words, and must not have been previously chosen as a winner, finalist, or honorable mention in another contest.

Prior winners and finalists in *Narrative* contests have gone on to receive other awards, and to be published in prize collections, including the **Pushcart Prize**, the **Whiting Writers' Award**, the *Atlantic* prize, and others.

Submitted works should have a strong narrative drive, with characters you can respond to as human beings, and with effects of language, situation, and insight that are intense and total. *Narrative* looks for works that have the ambition of enlarging our view of ourselves and the world.

#### **Awards**

**First Prize is \$2,500, Second Prize is \$1,000, Third Prize is \$500, and ten finalists will receive \$100 each.**

All entries will be considered for publication.

**Submission Fee:** There is a \$22 fee for each entry. And with your entry, you'll receive three months of complimentary access to Narrative Backstage.

**All contest entries** are eligible for the \$4,000 Narrative Prize for 2013 and for acceptance as a Story of the Week.

**☀ Rotary Fellowships ☀**  
**Rotary Foundation**  
**2014 Academic Term Deadline: July 1, 2013**

**Visit: [www.rotary.org/rotarycenters](http://www.rotary.org/rotarycenters)**

The **Rotary Foundation** is now accepting applications for the world-competitive Rotary Peace Fellowship. The fellowship provides academic and practical training to prepare fellows for leadership roles in solving conflicts around the world.

Up to 100 fellows are selected every year based on personal, academic, and professional achievements. Fellows earn a master's-level degree or a professional development certificate in peace and conflict studies at one of six Rotary Peace Centers at leading universities in Australia, England, Sweden, Japan, the United States and Thailand. Both programs require, at minimum, a bachelor's degree in a related field; three years of relevant work experience and proficiency in a second language for the master's program and five years of relevant work experience and proficiency in English for the professional development certificate.

**The 2014 Academic term deadline is July 1, 2013.** Applications are available at: [www.rotary.org/rotarycenters](http://www.rotary.org/rotarycenters). Please pay close attention to the language and academic test requirements for each center.

*For more information about the Rotary Fellowships, please make an appointment to meet with Ms. Dunn in the Career Services Office.*

**☀ UC Irvine, Free Chemistry Courses ☀**  
**OpenChem**

**Visit: <http://learn.uci.edu/openedweek/openchem.php>**

OpenChem is first and foremost to extend the benefit that we have seen since 2009 from open and free publication of individual chemistry courses to an entire curriculum. What MIT did ten years ago with its OpenCourseWare initiative was to plant the idea of making quality educational resources universally accessible. What UCI hopes to do with this initiative is to present a coherent, full curriculum by a top faculty. Today, a learner can follow four years' worth of chemistry core classes and electives. To find out more visit the website.

**☀ An Article: ☀**  
***Your Daily Behavior***  
***Will Determine Your Employment Results* ☀**

*by Bob Roth*

*The "College & Career Success" Coach*

Most college students want to find and land good jobs when they graduate. They know that it takes a good job, one that pays well, to enable them to do things that are important to them. Most students would like to:

- ◆ Rent and furnish an apartment
- ◆ Purchase a car
- ◆ Pay back their college loans
- ◆ Keep their phones, computers and electronic gadgets updated
- ◆ Spend money on clothes, dating and entertainment

At some point, most will also want to:

- ◆ Get married
- ◆ Purchase a house
- ◆ Take vacations
- ◆ Have children

Graduating with a good job will help students get started on these paths. *Some students can only dream about those things. That is because few students fully understand and appreciate what it takes to obtain the job offers that they seek.* However, if they are serious in their pursuit, they would be wise to modify their approach.

Wise students pursue and complete a small and achievable task every single day, one that will move them closer to their ultimate goal.

The current objective is not to land a good job at graduation. The immediate object is to do something every day that will help them prepare for, identify and land a good job. There are hundreds of things that need to be done. Importantly, if they are not done, you will not be in a position to compete for the jobs that will satisfy your own

needs and wants. Strong, steady and continuous progress is the best approach.

A long series of activities and behaviors are required before any student can reach their ultimate employment goal. Those daily behaviors and results include:

- Attending class
- Learning what is being taught
- Studying
- Getting good grades on tests, projects, papers and in labs
- Developing and carrying out an employment plan of action
- Playing a leadership roll in something that is important to you
- Learning how to conduct a job search
- Researching potential employers
- Finding out what employers need, want and expect
- Doing the things that employers need, want and expect
- Gaining some work experience
- Preparing a list of successes and accomplishments
- Continuously building on your strengths
- Creating an employment network
- Building relationships with your most impressive references
- Working on these items every day, every week, every semester, every year

You must take these initial steps in faith, believing that they are likely to move you closer to your ultimate goal. There are no easy or quick payoffs in the employment preparation process. Slow, steady, consistently, high quality performance is what employers need and want. They are in it for the long hall.

Students who show only flashes of ability are difficult to judge. Many employers will not take the time to try to figure out if they have potential. Employers would much prefer to spend time with students who have already demonstrated their capabilities over their entire college experience, not just in the past six months.

If you are concerned about landing a good job, focus on what you can and should be doing each and every day, the things that will make you a stronger candidate for employment.

## Website

### ☀️ InsideJobs.com ☀️

☀️ **Visit: [www.insidejobs.com](http://www.insidejobs.com).** Inside Jobs helps students discover what careers exist and what paths can get them there. The job descriptions are fun to read and include videos, salary ranges, and work environment information as an inside look into different careers.

## GRADUATE PROGRAMS

### ☀️ **Columbia University One-Year Master of Science (MS) in Nutrition** ☀️ **College of Physicians & Surgeons Institute of Human Nutrition**

☀️ **Application deadline: June 15th, 2012, class may fill prior to June 15th, so submit early!**

☀️ **Visit: <https://app.applyyourself.com/?id=col-ihn>**

How will a degree in nutrition enhance your career as a health professional? Since nutrition contributes to six of the ten leading causes of death in the United States, completion of this degree will strengthen your training as a health professional.

The primary Institute of Human Nutrition (IHN) MS in Nutrition goals are to train students to:

- become competent in nutrition science and clinical and public health nutrition;

- understand the importance of nutrition in health and disease prevention;
- develop writing, critical thinking, and public-speaking skills.

A dedicated faculty, combined with extensive university resources, provides close career advisement, opportunities for mock interviews, and professional support for resume and personal statement writing. The program includes an intensive thesis project: <http://cumc.columbia.edu/ihn/prospectivestudents/thesis>; students select their mentor from more than 100 university researchers. Each year some students present their work at a national meeting or contribute to a peer-reviewed journal article. Graduate career paths:

[http://cumc.columbia.edu/ihn/prospectivestudents/career\\_paths](http://cumc.columbia.edu/ihn/prospectivestudents/career_paths), include further training at medical, dental, and public health schools and a variety of doctoral programs. Other graduates secure positions in basic science research, healthcare, communications, clinical research, medical education, and public health.

Letters of recommendation for other graduate programs (e.g., medical or dental school) may be submitted. For questions email: [nutrition@mail.cumc.columbia.edu](mailto:nutrition@mail.cumc.columbia.edu). Or call: 212-305-4808

## ☀️ **One-Year Master of Science in Business Analysis (MBSA)** ☀️ **The Catholic University of America, Washington, DC**

☀️ **Visit:** <http://www.msba.cua.edu>

☀️ **Priority consideration will be given to applications completed by April 15**

The one-year Master of Science in Business Analysis (MSBA) at The Catholic University of America was founded by former multinational corporation executives and was created especially for non-business graduates who want to gain an advantage in the marketplace, explore a career in management, and learn business skills with an emphasis on values, ethics, and social responsibility. This 36-hour credit degree program is designed for non-business graduates and has no requirement for previous business experience.

Students are coached in preparation for career success and given the necessary skills to land that all-important first job. They learn interviewing skills, hold internships, and learn social and networking lessons both inside and outside the classroom. During the program, they work closely with the Business and Economics Department advisory board, a group of CEOs and other senior executives who are passionate about this program and interact regularly with MSBA students through guest lectures, social events, and other networking opportunities. Importantly, every MSBA student is assigned to an advisory board member as a personal mentor, who will share his or her career advice and connections.

Please contact Professor Steward McHie, Program Director of the MBSA if you'd like additional information: [mchie@cua.edu](mailto:mchie@cua.edu); 202-319-5433