Social Sciences Career Exploration Day and Resume Workshop

A SENIOR PROJECT

By

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SOCS 461 and 462
Senior Project
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College of Liberal Arts
CALIFORNIA POLYTECHNIC STATE UNIVERSITY

Fall, 2010
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Introduction

The Social Sciences Department at Cal Poly State University seeks to educate students and prepare them to be successful professionals in a variety of careers post-graduation. The annual Social Sciences Career Exploration Day and Resume Workshop is an event that assists current students determine which career path is most appealing to them, network with professionals offering internships, connections, jobs, and become more confident in their abilities. Older students are able to focus on networking with potential employers and specifically learn more on how they can obtain a job in the field of their choice while younger students are better able to select a concentration and begin exploring internship and volunteer opportunities. The Resume Workshop focuses specifically on students being able to put together a concise, complete, and professional resume while also giving a venue to become better acquainted with Cal Poly Career Services. The Career Exploration Day and Resume Workshop seeks to inform students of their academic and professional options post-graduation and what steps they can take now in order to achieve those goals.

Planning an event of this size and importance takes an immense amount of work. Our advisor and student-planning group began meeting in spring of 2010 to discuss vision and set goals for the event. Additionally, it was crucial to define specific summer goals so that we could come back in fall prepared and excited for the event. Although this early preparation was important and helped us tremendously in fall, the most important aspect of our planning were meeting twice per week where we developed ideas, discussed what needed to be accomplished, and worked with one another on any current problems or concerns. We also used these meetings to divide responsibilities and ensure that we were meeting all deadlines.

Proper preparation, followed by effective advertising and networking, led to a successful event. Managing our time and resources available as a group helped us be an efficient and
effective team. We sought to invite as many agencies and professionals as possible using the previous year’s invitees, personal connections, and student’s suggestions. We asked these agencies and businesses to respond promptly to ensure that we had ample time to advertise and make all accommodations necessary. Once we had confirmed most of our professionals we began to advertise to students using a variety of mediums including: paper flyers (in two sizes), posters, online events, emails, and announcements to both faculty and students. Between a group of passionate students and a skilled advisor we felt entirely prepared and ready for both the Career Exploration Day and the Resume Workshop.

In this project we outline the specifics of planning including making reservations, advertising, and networking as well as information on the execution of the event. The paper will follow chronologically with the emphasis being on the preparation of the event. Additionally, we have analyzed our successes and failures while making recommendations for future groups. We have also provided an analysis on data collected via a student survey on the event days. Lastly, we have included all important documents and records associated with the event to provide a complete and thorough narrative of our work. It is our hope that with this information future senior project groups will be able to continue the progress we have both seen and made and ensure that the Social Science Career Exploration Day and Resume Workshop is a success for years to come.
Reservations

In order to make reservations we needed to choose a date and time for the Resume Workshop, Booth Fair, Career Professional Panel and Graduate School Panel. We decided it was best to keep the Resume Workshop on a separate day than the Career Exploration Day. It was more effective to make the Resume Workshop a couple days before the Career Exploration Day in order for students to examine and organize their resumes and prepare to discuss their goals and interests with potential employers, career and grad school panelists. Therefore, we decided on Tuesday, October 19, 2010 for the Resume Workshop and October 21, 2010 for this year’s annual Career Exploration Day. These dates also gave us plenty of time to prepare for the event.

For the Resume Workshop we expected to get the greatest turnout if we made it from 11am to 12pm on Tuesday, October 19 and did so accordingly. We chose this timeslot as most students do not have class Tuesday or Thursday from 11-12 due to UU Hour on Thursday. We decided on 11am to 1pm for the Booth Fair on Thursday, October 21 preceding the Career Professional Panel from 1pm to 2pm and the Graduate School Panel from 2pm to 3pm. Additionally, we chose October 21 for the Exploration Day due to the fact that the day also fell on the Social Sciences Advisory Board meeting, making it possible for these important members to attend.

Next, it was important to choose on campus locations for the events. We confirmed with Charlotte Rinaldi of the Career Services Center that the Resume Workshop would be at the same location as in 2009, which was in Career Services (Building 124, Room 117). We discussed the locations chosen for previous years’ Social Sciences Career Exploration Days and decided the Chumash Auditorium would be the best and most accessible location for students as well as participants. We held the Booth Fair, Career Professional Panel, and Graduate School Panel in
Chumash Auditorium, Room 205. We reserved the rooms for the confirmed dates and times. Cal Poly Associated Students, Inc (ASI) set up the tables and chairs as we requested. In order to best accommodate the participants and guests, we provided snacks and beverages at the event. Through Campus Dining, we ordered coffee and tea from the Poly Canyon Peet’s Coffee and assorted flavors of bagels (cut into fourths) and cream cheese from the Poly Canyon Einstein Bagels. Additionally, two 2.5-gallon water jugs and paper cups were set on the refreshment table. We knew it would be most convenient to provide participating organizations with complimentary parking passes. We confirmed the number of attendees and made a list of names of the organization representatives. The secretary of Social Sciences assisted us in ordering the parking passes so that they would be available to be picked up with a campus map at the Information Booth on Grand Avenue.

We successfully stayed within the budget of $300. The most we spent was on refreshments. The coffee, tea, bagels, and cream cheese had cost us $92.29 while in 2009 refreshments had cost $78.50. We spent more money on refreshments this year, but the money was well spent. We received several compliments on the snacks and drinks and by the end of the Booth Fair there were no leftovers. Our only option had been to order refreshments on campus. However, ordering and picking up the food and drinks on campus was more convenient and well worth the cost. We managed to spend a very reasonable total price of $100 for the entire 2010 Social Sciences Career Exploration Day.

None of the reservation process proved to be too difficult or problematic. Our biggest difficulty when it came to reservations was getting in contact with Poly Canyon Einstein Bagels to confirm our order of bagels and cream cheese, however, even that worked out in the end. Another challenge was getting the correct names of the participating organization members so as
to reserve them individual parking passes. Thankfully, no one had trouble receiving passes.

Overall, every aspect of the reservation process ran smoothly and was successful.

Poly Canyon Peet’s Coffee Receipt:

Poly Canyon Einstein Receipt:
Advertising

Without quality advertisement, the Career Exploration Day would not have been as successful of an event. We made sure to make posters, handouts, and flyers that would best represent the 2010 Social Sciences Career Exploration Day. We also utilized an online social network to get out the word about the event.

First, we made small, quarter page handouts showing each event name, date, and time. On the back we added a list of some of the organizations that were going to be at the Booth Fair (see below). The small size was perfect for students to easily pick up and read without being overwhelmed with information. We made announcements and passed the papers out to many classes. We gave handouts to Social Science professors to distribute to their classes as well. A couple professors offered extra credit to their students for attending the Career Exploration Day. We also made larger colorful flyers with the same information and posted them in classrooms and at many locations throughout campus.

Front side of handout:  

<table>
<thead>
<tr>
<th>Social Sciences Department, College of Liberal Arts presents:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Social Sciences Career Exploration Day!</strong></td>
</tr>
<tr>
<td><strong>Tuesday, October 19th:</strong></td>
</tr>
<tr>
<td>Career Services, Building 124</td>
</tr>
<tr>
<td>♦ 11am-12pm:</td>
</tr>
<tr>
<td>Resume Workshop</td>
</tr>
<tr>
<td><strong>Thursday, October 21st:</strong></td>
</tr>
<tr>
<td>Chumash, Room 205</td>
</tr>
<tr>
<td>♦ 11am-1pm:</td>
</tr>
<tr>
<td>Booth Fair</td>
</tr>
<tr>
<td>♦ 1pm-2pm:</td>
</tr>
<tr>
<td>Career Professional Panel</td>
</tr>
<tr>
<td>♦ 2pm-3pm:</td>
</tr>
<tr>
<td>Graduate School Panel</td>
</tr>
</tbody>
</table>

Back side of handout:  

<table>
<thead>
<tr>
<th><strong>With organizations such as:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>♦ Transitions Mental Health</td>
</tr>
<tr>
<td>♦ Family Care Network</td>
</tr>
<tr>
<td>♦ Department of Social Services</td>
</tr>
<tr>
<td>♦ SLO County Probation Department</td>
</tr>
<tr>
<td>♦ ESRI GIS</td>
</tr>
<tr>
<td>♦ SARP Center</td>
</tr>
<tr>
<td>♦ CALTRANS</td>
</tr>
<tr>
<td>♦ Career Services</td>
</tr>
</tbody>
</table>
Next, we made a Facebook event page. Facebook is a social networking site that is popular among college students (see photo below). We invited a few hundred Cal Poly students through the Facebook event page. The information we provided was basically the same as what was on the flyers. We included the dates, times, schedule, and a list of almost all of the participating organizations that would be attending. The event page was made a couple weeks in advance so students would have plenty of time to plan their schedules around the event and invite others. The day before both the Resume Workshop and the Career Exploration Day we sent out a reminder message through Facebook.

Our last advertising method was creating large posters with a schedule of events. To make the posters, we went to the Cal Poly Craft Center. The posters were placed outside the Social Sciences Department and outside Chumash Auditorium. They were a perfect way to remind students (especially Social Science majors) of the upcoming events.

It was beneficial to use more than one form of advertisement. Students had the opportunity to hear about the event by receiving a handout, reading a flyer or poster, getting an
invitation through Facebook, or hearing an announcement in class. Without the support of the Social Science Department, the event turnout would have been less. The professors who offered extra credit for attending the Career Exploration Day were tremendously helpful in motivating many students to attend. The turnout would have been much better if more professors agreed to offer extra credit. Also, had we gotten more flyers and handouts out to more classes, the turnout would have improved. Our attempt at advertising was sufficient, but we agree that we could have improved on getting a wider range of students to attend. Through the Social Science Career Exploration Day we have come to realize how vital advertisement is to make a successful event.
Networking

The main event of the Social Science Career Exploration day was the Booth Fair. To make this event interesting for the attendees we desired to have a large variety of organizations and professions present. By utilizing past and current internships and professions as well as previous connections made by the Career Day project groups, we were able to provide a variety of professions. Considering different concentrations such as Criminal Justice, Anthropology, and Geography and numerous other areas of specialty many Social Science majors have developed, we found it necessary to make sure those interested in social work would have numerous organizations present as well as those interest in other professions. Throughout this process we made sure to keep a Master List of Invitees chronicling the accepted or denied status of each party.

One of the basic principles of the Social Science Career Exploration Day was to provide students with the opportunity to network with different professionals in the Social Science field. The idea of the Booth Fair was to invite enough professionals and organizations so Social Science majors could explore and develop a well-balanced knowledge of career paths, make initial connections with those in such career paths, as to start their exploration into a profession. The main purpose of the Booth Fair was to allow students to linger and have the opportunity to ask professionals working in the Social Sciences about not just their careers but how they were able to attain such careers.

By having a variety of professions, students were able to network with professionals and obtain a vast knowledge of career options. Social workers, bureaucratic organizations, academic, and research professionals were all present providing a wide base for interested students to converse and develop a connection with. Students were allowed to ask about job opportunities and internships while maintaining interest in multiple professions.
As students made their way from booth to booth, they were encouraged to start conversations and network with a number of organizations and individuals. The purpose of the Booth Fair thus was not to find a job or internship, but simply explore career options and network with those in the Social Science profession to advance the students’ ability to obtain a job in a desired field either later in the academic year or in the future. The Booth Fair was the first chance to network with a number of agencies and make an initial connection in which, if the student desired, they can pursue on a professional level.

The Career Panel was also essential in providing a variety of professionals to students. By having a teacher, police officer, ESRI GIS representative, anthropologist, and licensed MFT professional, students again were exposed to the wide variety of Social Science professions. The Graduate Panel included at least one representative who went to graduate school for Sociology, Anthropology, or Geography allowing the Career Exploration Day to represent all majors in the Social Science Department.
September 29, 2010

Dear Professional,

Hello! And thank you for agreeing to participate in Cal Poly Social Sciences annual Career Exploration Day. We look forward to working with you and are confident that your attendance will ensure a successful and beneficial experience for all involved.

Career Exploration Day will be an event tailored to the needs of Cal Poly students discovering possible career and internship opportunities, and broadening their knowledge of Social Sciences related employment fields. Student participation in this event is not necessarily focused on attaining a job at this point in time, but rather a forum for networking, advising, and exploration.

As a participating organization, Cal Poly will provide a number of services in exchange for your commitment.

- Complimentary parking passes will be provided for event day and can be picked up at the Information Booth located at the intersection of Grand and Slack.
- Setup time begins at 10:30 am on Thursday, October 21, 2010; breakdown of booths will commence at 1:00 pm. We will provide tables and chairs to display information about your organization.
- Booth fair is being held inside the Chumash Auditorium (Room 205) on the second floor of the University Union. General parking can be found in the structure on Grand Ave.
- Refreshments will be provided for your convenience.

We invite you to bring any brochures, pamphlets, handouts, displays, photos, and other relevant information to represent your organization; there will be a table reserved to accommodate your needs. We suggest you bring enough media to provide for between 50 and 100 students, along with any signage you may have to advertise your organization. Last year we had over 100 students attend.

Again we would like to thank you in advance for your participation in Career Exploration Day. If you have questions, comments, or concerns, please feel free to contact us by email or phone at any time. Your attendance would ensure a successful and beneficial experience for all involved.

We hope you are as excited to participate in this event as we are to host you!

See you there!

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Haley Zahner – 760.805.7554; hzahner@calpoly.edu
Resume Workshop

The Resume Workshop was an important piece of our Career Exploration project and helped numerous students learn how to properly create a resume while also acquainting them with Career Services. The Resume Workshop took place on Tuesday, October 19, 2010 in Career Services (Building 124) room 117, from 11-12. Charlotte Rinaldi, the College of Liberal Arts Career Counselor, was an immense help in both the planning stages and execution of this event. Charlotte provided a through presentation that covered all pertinent information for creating a concise and complete resume while also taking time to answer individual questions and concerns. Additionally, Charlotte created information packets with the slides she used and various examples of successful student resumes (see Appendix B). Furthermore, there were additional handouts on upcoming events through Career Services, cover letter information, interview techniques, and additional information on how to contact Charlotte directly. Overall, the Resume Workshop was well attended, highly informative, and ran as smoothly as possible.

We chose to have the event at Career Services due to the fact that it acquainted students with the facility and so that they could see the numerous resources available to them there. We spoke with Charlotte over summer requesting her assistance for both the Resume Workshop and Booth Fair. Not only was she willing to help us with these events but Charlotte also helped us in providing us with a list of non-profits in San Luis Obispo County that we could contact for the Booth Fair as well as checking in on us via email during our weeks of preparation.

On the day of the event our student group arrived early to hang a welcome poster, set up the sign-in sheets, and make sure that the conference room was entirely set up. We also used this time to meet with Charlotte briefly and ensure that she did not have any last needs or questions. As students began arriving we greeted them, made sure they signed in, and gave them the handouts. Charlotte’s presentation ran for approximately forty minutes. During the presentation
Charlotte discussed how to create a basic resume, how to modify a resume for a specific target audience or job, and how to highlight the most important aspects of an individual. She used thorough explanations while also incorporating student examples. After the presentation she had a time for students to ask specific questions. If students had more questions afterwards Charlotte was available to speak with them personally and offer more assistance. The presentation was both highly informative and very interactive.

Overall, the Resume Workshop was a huge success. The event was attended by approximately fifty students and the conference room held that number perfectly. We felt that the event went very well and were especially pleased by the number of students in attendance. We were so thankful for Charlotte and appreciated the help and camaraderie she provided. It was a good idea that we contacted her over summer to guarantee that she had time and that the conference room was available as fall is an extremely busy time for Career Services. Concerning areas to improve, we would advise future groups to make sure that extra packets are available for students to take as we were close to running out. Additionally, it is important to make sure that one member of the student team stands at the entrance so that students coming in late receive the packets and are directed quickly and quietly to a seat. Overall, the Resume Workshop was a success and we were pleased with how well it went.
Career Exploration Day

Thursday, October 21, Cal Poly’s Social Science Career Exploration Day, had finally arrived. The Booth Fair was to be held from 11am to 1pm, the Career Professional Panel from 1pm to 2pm, and the Graduate School Panel from 2pm to 3pm. We had many preparations to take care of before the 11am Booth Fair. First, we put up a poster outside of Chumash Auditorium (Room 205), the event location. The poster displayed the Career Exploration Day timeline of events. We checked to make sure the table set up in room 205 looked professional and the number of tables and chairs were accurate. Place cards, displaying the name of every participating organization, were set at each of the designated tables. We waited outside the parking garage to direct the professionals to open parking spaces and helped them carry their belongings and booth materials into room 205. We also picked up the bagel order from Poly Canyon’s Einstein Bagels and the coffee and tea order from Poly Canyon’s Peet’s Coffee. We made sure to get confirmation slips clarifying that the refreshments were paid for and received (see page 7 for confirmation slips).

The organization members set up their booths as we organized the bagels, refreshments, and questionnaires at the tables in the middle of the room. Soon enough, all of the booths were set up and ready to be shared and students began to file into the auditorium. A questionnaire was given to each student as they walked in and were greeted. Every student was asked to fill out and return an anonymous questionnaire at the end of his or her visit (see Appendix D). The questionnaires were to obtain feedback by the attendees in order to make beneficial changes for next year. We took turns circulating the event to make sure everything was running smoothly and the participants’ needs were being met. As it got closer to 1pm, professionals packed up and prepared to leave. We thanked them for their participation and helped take belongings to their vehicles before setting up for the Career Professional Panel. There was never too much down
time nor did we feel rushed. Therefore, the allotted two hours for the booth fair proved to be the right amount of time for this part of the Career Exploration Day.

The next part of the Social Sciences Career Exploration Day was the Career Professional Panel. The professions present included; Cal Poly University Police, ESRI GIS, a local educator, a licensed Child Life specialist, and an archaeologist. We briefly introduced the panel members and gave an opening question to initiate the conversation. We encouraged students to ask any specific or broad questions they had pertaining to the professionals and their careers. The panelists responded, as they felt necessary. When hands were not being raised we were prepared with some general questions to ask in order to keep the discussion flowing. The panel lasted for almost the entire hour and was plenty of time to cover a broad range of questions relating to careers in Social Sciences. We also had some time to prepare for the final event of the day, the Graduate School Panel.

The Graduate School Panel was small, yet very productive. We made a circle of chairs for students and panelists in order to have a more intimate, relaxed discussion. The panelists were five Social Science professors from Cal Poly. The professors introduced themselves and began to describe their experiences applying to and attending grad school. They explained what it takes to become a graduate school student. Each panelist had a unique story and explanation for how and why they ended up at their grad school. Discussion was uninhibited and flowed more easily than the career professional panel. Hardly any facilitation was needed to keep the conversation going. Students seemed to be comfortable and were not afraid to express concerns and ask questions. For this event, quality outweighed quantity. Although the graduate school panel was the smallest event of the day, it was successful and very informative.
Social Sciences Career Exploration Day Pictures

11am-1pm: Booth Fair

SARP Center

International Programs

Liz Johnson, LCSW

Transitions Mental Health

CASA

Officer Gallagher, SLO Probation

University Police Department

Social Sciences Club
Snacks and refreshments included: Bagels and cream cheese, coffee, tea, and water

1pm-2pm: Career Professional Panel

2pm-3pm: Graduate School Panel
Data Analysis

The Data Analysis consisted of compiled information from the Student Questionnaire handed out to a randomly selected sample of Career Exploration Day attendees. The sample cannot be concluded to be the entire population of attendees. Although all attendees were asked to complete a survey, it is reasonable to assume some did not. All statistics and graphs were compiled using Statistical Packet for Social Sciences (SPSS).

General statistics for surveyed answers:

<table>
<thead>
<tr>
<th>Statistics</th>
<th>Major</th>
<th>Year</th>
<th>How Informative Was This Event?</th>
<th>Which Sessions Did You Attend?</th>
</tr>
</thead>
<tbody>
<tr>
<td>N Valid</td>
<td>75</td>
<td>75</td>
<td>67</td>
<td>75</td>
</tr>
<tr>
<td>Missing</td>
<td>0</td>
<td>0</td>
<td>8</td>
<td>0</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Statistics</th>
<th>Do You Plan On Attending Graduate School?</th>
<th>Do You Know which Profession You Would Like to Work In?</th>
</tr>
</thead>
<tbody>
<tr>
<td>N Valid</td>
<td>75</td>
<td>75</td>
</tr>
<tr>
<td>Missing</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>
### Majors Present:

<table>
<thead>
<tr>
<th>Major</th>
<th>Frequency</th>
<th>Percent</th>
<th>Valid Percent</th>
<th>Cumulative Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Engineering</td>
<td>3</td>
<td>4.0</td>
<td>4.0</td>
<td>4.0</td>
</tr>
<tr>
<td>Social Science</td>
<td>18</td>
<td>24.0</td>
<td>24.0</td>
<td>28.0</td>
</tr>
<tr>
<td>Mathematics</td>
<td>3</td>
<td>4.0</td>
<td>4.0</td>
<td>32.0</td>
</tr>
<tr>
<td>Architecture</td>
<td>1</td>
<td>1.3</td>
<td>1.3</td>
<td>33.3</td>
</tr>
<tr>
<td>Political Science</td>
<td>2</td>
<td>2.7</td>
<td>2.7</td>
<td>36.0</td>
</tr>
<tr>
<td>Anthropology and Geography</td>
<td>22</td>
<td>29.3</td>
<td>29.3</td>
<td>65.3</td>
</tr>
<tr>
<td>Recreation, Parks, and Tourism</td>
<td>1</td>
<td>1.3</td>
<td>1.3</td>
<td>66.7</td>
</tr>
<tr>
<td>Agriculture Business</td>
<td>3</td>
<td>4.0</td>
<td>4.0</td>
<td>70.7</td>
</tr>
<tr>
<td>Sociology</td>
<td>8</td>
<td>10.7</td>
<td>10.7</td>
<td>81.3</td>
</tr>
<tr>
<td>Earth Science</td>
<td>2</td>
<td>2.7</td>
<td>2.7</td>
<td>84.0</td>
</tr>
<tr>
<td>Child Development</td>
<td>1</td>
<td>1.3</td>
<td>1.3</td>
<td>85.3</td>
</tr>
<tr>
<td>Aerospace Engineer</td>
<td>1</td>
<td>1.3</td>
<td>1.3</td>
<td>86.7</td>
</tr>
<tr>
<td>Wine and Viticulture</td>
<td>2</td>
<td>2.7</td>
<td>2.7</td>
<td>89.3</td>
</tr>
<tr>
<td>Biomedical Engineering</td>
<td>1</td>
<td>1.3</td>
<td>1.3</td>
<td>90.7</td>
</tr>
<tr>
<td>Communications</td>
<td>1</td>
<td>1.3</td>
<td>1.3</td>
<td>92.0</td>
</tr>
<tr>
<td>Computer Science</td>
<td>1</td>
<td>1.3</td>
<td>1.3</td>
<td>93.3</td>
</tr>
<tr>
<td>Business</td>
<td>3</td>
<td>4.0</td>
<td>4.0</td>
<td>97.3</td>
</tr>
<tr>
<td>Environmental Management</td>
<td>1</td>
<td>1.3</td>
<td>1.3</td>
<td>98.7</td>
</tr>
<tr>
<td>and Protection</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Education</td>
<td>1</td>
<td>1.3</td>
<td>1.3</td>
<td>100.0</td>
</tr>
<tr>
<td>Total</td>
<td>75</td>
<td>100.0</td>
<td>100.0</td>
<td></td>
</tr>
</tbody>
</table>
The first survey question was, “What is your major?” This yielded a varied answer of 19 different departments. The most common majors were Anthropology and Geography with 22 responses or 29.3% followed by Social Science with 18 responses or 24.0%. Sociology was also well represented at the Career Exploration Day with 8 responses or 10.7%. These numbers conclude that 64% of all attendees were in the Social Science Department.
Current year in school:

<table>
<thead>
<tr>
<th>Year</th>
<th>Frequency</th>
<th>Percent</th>
<th>Valid Percent</th>
<th>Cumulative Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Valid</td>
<td>Freshmen</td>
<td>31</td>
<td>41.3</td>
<td>41.3</td>
</tr>
<tr>
<td></td>
<td>Sophomore</td>
<td>9</td>
<td>12.0</td>
<td>53.3</td>
</tr>
<tr>
<td></td>
<td>Junior</td>
<td>11</td>
<td>14.7</td>
<td>68.0</td>
</tr>
<tr>
<td></td>
<td>Senior</td>
<td>14</td>
<td>18.7</td>
<td>86.7</td>
</tr>
<tr>
<td></td>
<td>5th year</td>
<td>9</td>
<td>12.0</td>
<td>98.7</td>
</tr>
<tr>
<td></td>
<td>Other</td>
<td>1</td>
<td>1.3</td>
<td>100.0</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>75</td>
<td>100.0</td>
<td>100.0</td>
</tr>
</tbody>
</table>

![Bar chart showing frequency distribution by year ](image)
Perhaps a surprising statistic was the percentage of freshmen present during the event day. Freshmen accounted for 41.3% or 31 responses. Seniors only accounted for 18.7% or 14 responses. 5th year students accounted for 12% or 9 responses in total. This indicates that there were more freshmen present (41.3%) than seniors and above (30.7%) at the Career Exploration event indicating the event had a large population of students beginning their Cal Poly career and just starting to consider post grad employment.
How informative was this event:

<table>
<thead>
<tr>
<th>Frequency</th>
<th>Valid</th>
<th>2.00</th>
<th>3.00</th>
<th>4.00</th>
<th>5.00</th>
<th>Total</th>
<th>Missing</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Percent</td>
<td>1.3</td>
<td>21.3</td>
<td>38.7</td>
<td>28.0</td>
<td>89.3</td>
<td>10.7</td>
</tr>
<tr>
<td></td>
<td>Valid Percent</td>
<td>1.5</td>
<td>23.9</td>
<td>43.3</td>
<td>31.3</td>
<td>100.0</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Cumulative Percent</td>
<td>1.5</td>
<td>25.4</td>
<td>68.7</td>
<td>100.0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Valid</td>
<td>Frequency</td>
<td>1</td>
<td>16</td>
<td>29</td>
<td>21</td>
<td>67</td>
<td>8</td>
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<tr>
<td>3.00</td>
<td></td>
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<td>16</td>
<td>29</td>
<td>21</td>
<td>67</td>
<td>8</td>
</tr>
<tr>
<td>4.00</td>
<td></td>
<td>29</td>
<td>29</td>
<td>29</td>
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<td>8</td>
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<tr>
<td>5.00</td>
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<td>8</td>
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<td>8</td>
<td>8</td>
<td>8</td>
<td>8</td>
<td>8</td>
<td>8</td>
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<tr>
<td>Total</td>
<td></td>
<td>75</td>
<td>75</td>
<td>75</td>
<td>75</td>
<td>75</td>
<td>8</td>
</tr>
</tbody>
</table>
Students were asked to rate the event on a scale of 1-5 on how informative the event was, the highest rating being 5 and 1 being the lowest. No respondents gave the event a 1 rating and 8 gave no answer to the question. Overall most respondents found the events very informative. Only 1 respondent gave the event below a 3 giving the event a 2 out of 5 rating. The most frequent rating was a 4 at 43.3%.
Sessions attended:

<table>
<thead>
<tr>
<th>Session Description</th>
<th>Frequency</th>
<th>Percent</th>
<th>Valid Percent</th>
<th>Cumulative Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Valid Resume Workshop</td>
<td>2</td>
<td>2.7</td>
<td>2.7</td>
<td>2.7</td>
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<tr>
<td>Resume and Booth</td>
<td>20</td>
<td>26.7</td>
<td>26.7</td>
<td>29.3</td>
</tr>
<tr>
<td>Booth fair</td>
<td>28</td>
<td>37.3</td>
<td>37.3</td>
<td>66.7</td>
</tr>
<tr>
<td>Booth and Professional</td>
<td>17</td>
<td>22.7</td>
<td>22.7</td>
<td>89.3</td>
</tr>
<tr>
<td>Booth, Professional and Graduate</td>
<td>1</td>
<td>1.3</td>
<td>1.3</td>
<td>90.7</td>
</tr>
<tr>
<td>Booth and Graduate School</td>
<td>3</td>
<td>4.0</td>
<td>4.0</td>
<td>94.7</td>
</tr>
<tr>
<td>Graduate School Panel</td>
<td>4</td>
<td>5.3</td>
<td>5.3</td>
<td>100.0</td>
</tr>
<tr>
<td>Total</td>
<td>75</td>
<td>100.0</td>
<td>100.0</td>
<td></td>
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</table>
The most attended event was predictably the Booth Fair. The sum of all that attended the Booth Fair was 92% or 69 responses. This includes those who also attended other Career Exploration events, the largest sub-category being the Resume Workshop and the Booth Fair attended at 26.7% or 20 responses.
Do you plan on attending graduate school?

<table>
<thead>
<tr>
<th>Do You Plan On Attending Graduate School?</th>
<th>Frequency</th>
<th>Percent</th>
<th>Valid Percent</th>
<th>Cumulative Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Valid</td>
<td>N/A</td>
<td>1</td>
<td>1.3</td>
<td>1.3</td>
</tr>
<tr>
<td>No</td>
<td>7</td>
<td>9.3</td>
<td>9.3</td>
<td>10.7</td>
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<tr>
<td>Unsure</td>
<td>36</td>
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<tr>
<td>Yes</td>
<td>31</td>
<td>41.3</td>
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</tr>
<tr>
<td>Total</td>
<td>75</td>
<td>100.0</td>
<td>100.0</td>
<td></td>
</tr>
</tbody>
</table>

Do You Plan On Attending Graduate School?

Frequency

<table>
<thead>
<tr>
<th>N/A</th>
<th>No</th>
<th>Unsure</th>
<th>Yes</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>7</td>
<td>36</td>
<td>31</td>
</tr>
</tbody>
</table>

valid total: 75
When asked if the respondents plan to attend graduate school, 48% or 35 responses said they were unsure while 41.3% or 31 respondents said they do plan to attend graduate school. This indicates a strong support for the graduate school panel. Unfortunately though, only 10.6% or 8 respondents attended the graduate school panel in total. We believe this could be, in part, due to the fact that so many freshman were in attendance at the booth fair and unsure of their plans for graduate school.
Do you know which profession you would like to work in?

<table>
<thead>
<tr>
<th></th>
<th>Frequency</th>
<th>Percent</th>
<th>Valid Percent</th>
<th>Cumulative Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>No</td>
<td>8</td>
<td>10.7</td>
<td>10.7</td>
<td>10.7</td>
</tr>
<tr>
<td>Unsure</td>
<td>38</td>
<td>50.7</td>
<td>50.7</td>
<td>61.3</td>
</tr>
<tr>
<td>Yes</td>
<td>29</td>
<td>38.7</td>
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<td>100.0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>75</strong></td>
<td><strong>100.0</strong></td>
<td><strong>100.0</strong></td>
<td></td>
</tr>
</tbody>
</table>

![Bar chart showing frequency of responses to the question: Do you know which profession you would like to work in?](chart.png)
As further evidence for the need of a Social Science Career Exploration Day, 50.7% or 38 respondents answered they were unsure about their future profession. Coupled with the 9.3% or 7 respondents who said they did not know what field they wanted to work in, 60% of those surveyed came to the career exploration event without a set career.
Conclusion

There is so much detail that goes into planning an event, let alone a successful one. This rang true for the planning of the 2010 Social Science Career Exploration Day. Thankfully, there were three of us to divide up the different nuts and bolts for putting together a successful event. Some parts were easier than others and not everything was completed perfectly. However, we are very proud of the outcome. All of the hard work and planning paid off. We do, however, have some recommendations for future Career Days.

Our first recommendation pertains to contacting professionals. It was our experience that the earlier and more persistent we were with the professionals and organizations the more likely they were to attend. It is important to contact professionals as soon as possible, preferably starting in the summer. Next, we would highly recommend contacting professors specifically to offer their students extra credit to attend the events. Furthermore, we would advise future student planning groups to provide a program directory of organizations and professionals present. This program could include professional contact information and descriptions of agencies. Pertaining to the Booth Fair, we would advise future groups to order more food and refreshments. Although we had enough, it would have been enjoyable to have a wider selection of refreshments and more coffee available as the budget allows. Additionally, we would suggest adding a “speed mentoring” session where students had an allotted time to meet individually with professionals present. Finally, with strong statistical support of interest in a Graduate School Panel, we would suggest promoting and prioritizing the panel for higher attendance.

Overall, the preparation and execution of an event of this size and importance, taught our student group invaluable lessons dealing with organization and networking. We thoroughly enjoyed our experiences and made strong connections with a variety of organizations. We look
forward to the continuing success of the annual Social Sciences Career Exploration Day and Resume Workshop.
Appendix A: List of Invitees

CALTRANS
Wendy Waldron
wendy_waldron@dot.ca.gov
CONFIRMED.

San Luis Obispo Probation
Officer Gallagher
lgallagher@co.slo.ca.us
CONFIRMED.

AmeriCorps, Cal Poly San Luis Obispo
Jesse Torrey
805.756.5338
jtorrey@calpoly.edu
CONFIRMED.

University Police Department
Cheryl Andrus
805.756.1116
candrus@calpoly.edu
CONFIRMED.

Cuesta College Independent Living Program
Katie McCain
805-781-1700
CONFIRMED.

Certified Child Life Specialist/Consultant
Pam McLaughlin
Sierra Vista Hospital
3620 Sacramento Drive
Suite C-201
San Luis Obispo, CA, 93401
Cell: 805.540.9308
Home: 805.466.1964
tmclaughlin@tcsn.net
CONFIRMED.

ESRI GIS
Mike Ridland
mridland@esri.com
CONFIRMED.
Christina MacDonal
50 Higuera Street
San Luis Obispo, CA, 93401
805.549.3233
Christina_macdonald@got.ca.gov
CONFIRMED.

Liz Johnston, LCSW
Hospital Social Work, Private Practice
Cell: 805.471.8102
Home: 805.787.0106
slomsw@aol.com
CONFIRMED.

CASA
Kristi Jerdin
805-541-6542
kjerdin@slocasa.org; amaddren@slocasa.org
CONFIRMED.

Central Coast Hospice Partners
hpccinfo@wilshirehcs.org
Neil Bennett (Social Work Coordinator): nbennett@wilshirehcs.org
CONFIRMED.

Transitions Mental Health
Kristine Alexander
805-549-6596
CONFIRMED.

SARP
Jess Hawley
51 Zaca Lane, Suite 140
San Luis Obispo, CA 93405
805-545-8888
www.sarpcenter.org
jhawley@sarpcenter.org
CONFIRMED.

Social Sciences Club
CONFIRMED.

International Programs
CONFIRMED.
Student Academic Services-Cal Poly
Susan Sparling (Director)
Donna Davis attending.
Office: 805.756.2301
sas@calpoly.edu
CONFIRMED.

Food Bank Coalition of SLO
805-481-4652
Paso Robles: Jolin Rosa
jrosa@slofoodbank.org
CONFIRMED, but did not attend.

Federal Bureau of Prisons
209-956-9715
rxxlujan@bop.gov
DENIED. Would like to be contacted next year.

Housing Authority of the City of San Luis Obispo
805-543-4478
Sandra Bourban
sbourbon@haslo.org
DENIED. Would like to be contacted next year.

Women’s Shelter of San Luis Obispo
Marianne Kennedy
Office: 805-781-6401
DENIED. Would like to be contacted next year.

CALPIRG-Pedro Morillas
916-448-4516 x112
www.calpirg.org
DENIED. Would like to be contacted next year.

California Regional Environmental Education Community
Celeste Royer (SLO Statewide Coordinator)
805-782-7224
DENIED. Would like to be contacted next year.

Therapies to Grow On
805-544-4355
DENIED. Would like to be contacted next year.
Community Action
Laura Streeter
805-544-4355
DENIED. Would like to be contacted next year.

SLO County Administrative Office
805-781-5011
clanderson@co.slo.ca.us
http://www.slocounty.ca.gov.admin.htm
DENIED.

The Villages of San Luis Obispo
Retirement and Assisted Living
Office: 805.543.2300
tara@villagesofslo.com
DENIED.

Gerald T. Shea-SLO County District Attorney
805-781-5800
http://www.slocounty.ca.gov/DA.htm
PENDING-No Reply.

EcoSLO
805-544-1777
www.ecoslo.com
PENDING-No Reply.

Andre, Morris, Buttery, Professional Law Corporation.
805-543-4171
Mike Gibson
PENDING-No Reply.

Human Kind-Fair Trade Non Profit
805-594-1220
sarah@humankindslo.org
PENDING-No Reply.

Achievement House
Amy Hicks (Ext. 220)
Office: 805-238-6630
PENDING-No Reply.

UNICEF
Lindsay Bruinsma
310-292-6982
Elleb2@yahoo.com
PENDING-No Reply.
Elise Wheeler  
750 Hearst Castle Road  
San Simeon, CA, 93452  
805-927-2094  
PENDING-No Reply.

Peace Corps, Cal Poly  
www.peacecorps.gov  
PENDING-No Reply.

El Camino Homeless Organization (ECHO)  
805-462-3663  
PENDING-No Reply.

Student Conservation Association  
603-543-1700  
oncampuse@thesca.org  
PENDING-No Reply.

California Student Sustainability Coalition  
Crystal Durham  
310-487-8049  
Crystal.durham@gmail.com  
PENDING-No Reply.

Affordable Housing Associates  
510-649-8500  
www.ahaine.org  
PENDING-No Reply.

OPTIONS Community Disability Services  
Jenny Cobb  
805-772-6066  
PENDING-No Reply.

Economic Opportunity Commission of Sal Luis Obispo  
Jenny Pong  
805-544-4355  
Jpong@capslo.org  
www.eocslo.org  
PENDING-No Reply.

Theresa Lee  
County Office of Education  
805-543-7732  
PENDING-No Reply.
Appendix B-Resume Workshop Slides

YOUR BEST RESUME... EVER

1<sup>st</sup>: Create Master List of Experiences

- Paid Work
- Volunteer Work
- Academic Projects
- Clubs, Student Groups, Sorority/Fraternity
- Classes & Workshops
- Others?

Sample History
Analyze target opportunity

- Identify
  - Skills Required
  - Environment/Setting
  - Mission
  - Qualifications

Tip: If job description is unavailable, look on-line for similar positions.

Sample job description

Communications Fellow

Education: No requirement
Location: Cambridge, Massachusetts, (02139), United States
Posted by: Sustainable Endowments Institute
Job Category: Communications, Public relations

The Sustainable Endowments Institute (SEI), a special project of Rockefeller Philanthropy Advisors, is seeking highly motivated and reliable individuals for part-time fellowship opportunities in the Communications Fellowship Program, an annual publication reviewing sustainability initiatives at colleges and universities across the country.

The work of the Communications Fellows will build on the high profile of the last two College Sustainability Report Cards, which received more than 1,000 media hits. Coverage included reports in the Boston Globe, Bloomberg, CNN Money, Chronicle of Higher Education, Gail, Chronicle of Philanthropy, USA Today and the PBS newsmagazine NOW.

This part-time position will start in late-September and finish at the end of October. Some flexibility in scheduling and location can be accommodated.

SEI is a nonprofit research institute that is committed to advancing the sustainability of higher education institutions. Located in Harvard Square, Cambridge, the institute is easily accessible by public transportation. We encourage applicants to familiarize themselves with our website before applying: www.endowmentsinstitute.org.

Responsibilities
Reporting to the Executive Director, the Communications Fellow’s job duties include, but are not limited to:

- Research media targets
- Act as a media and media liaison
- Prepare and distribute press releases
- Develop and cultivate contacts with journalists
- Write press ads
- Conduct themselves as a spokesperson for SEI
- Conduct research, outreach and general communications duties

Additional Qualifications:
Qualifications
- Has experience with newspapers, television, broadcast or new media outlets, or with communications firms
- Proven track record of being organized
- Proficient and innovative in both verbal and written communication
- Excellent organizational skills, attention to detail
- Ability to work both independently and cooperatively as part of a team
- Familiarity with sustainability and/or endowment issues is a plus
3rd
List out categories (SEI) and under each write in related details from job description

4th
Create a comparison sheet

Sample quadrants

Skills
• Media relations support
• Research media targets
• Act as a press and media liaison
• Prepare and distribute press releases
• Develop and cultivate contacts with journalists
• Make pitch calls
• Conduct interviews as a spokesperson of SEI
• Conduct research, outreach and general communications duties
• Meeting deadlines
• Verbal and written communication
• Put in extra hours
• Organizational skills, attention to detail

Environment
• Nonprofit research institute
• Newspapers, other print, broadcast or news media outlets, or with communications firm

Ideology
Sustainability of Higher education endowments
## Communications Fellow
**Sustainable Endowments Institute**

<table>
<thead>
<tr>
<th>Them</th>
<th>Me</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Skills</strong></td>
<td><strong>Skills</strong></td>
</tr>
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<td>• Media relations support</td>
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<td>• Research media targets</td>
<td>• Research media targets</td>
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<td>• Act as a press and media liaison</td>
<td>• Act as a press and media liaison</td>
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<tr>
<td>• Prepare and distribute press releases</td>
<td>• Prepare and distribute press releases</td>
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<tr>
<td>• Develop and cultivate contacts with journalists</td>
<td>• Develop and cultivate contacts with journalists</td>
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<tr>
<td>• Make pitch calls</td>
<td>• Make pitch calls</td>
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<td>• Conduct interviews as a spokesperson of SEI</td>
<td>• Conduct interviews as a spokesperson of SEI</td>
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<tr>
<td>• Conduct research, outreach and general communications duties</td>
<td>• Conduct research, outreach and general communications duties</td>
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<tr>
<td>• Meeting deadlines</td>
<td>• Meeting deadlines</td>
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<tr>
<td>• Verbal and written communication</td>
<td>• Verbal and written communication</td>
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<tr>
<td>• Put in extra hours</td>
<td>• Put in extra hours</td>
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<td>• Organizational skills, attention to detail</td>
<td>• Organizational skills, attention to detail</td>
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<td><strong>Environment</strong></td>
<td><strong>Environment</strong></td>
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<tr>
<td>• Nonprofit research institute</td>
<td>• Nonprofit research institute</td>
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<tr>
<td>• Newspapers, other print, broadcast or news media outlets, or with communications firms</td>
<td>• Newspapers, other print, broadcast or news media outlets, or with communications firms</td>
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<tr>
<td>Higher education endowments</td>
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</tr>
<tr>
<td>Sustainability in campus operations</td>
<td>Sustainability in campus operations</td>
</tr>
</tbody>
</table>

---

**How are you similar?**

- Skills or Functional Areas
- Environment or Setting
- Ideology
Skills or Functional Areas

- Customer Service
- Instruction
- Management
- Event Planning
- News Reporting
- Performance

Environment or Setting

- Non-Profit
- Government
- Business
- Educational
- Wildlife Reserve
- National Forest
- Upscale Dining
Ideals, Mission, Values

- Sustainability
- Commitment to Equity
- Global Information Delivery
- Creating Social Change
- Human Rights/Civil Rights/GLBT Rights
- Higher Education
- Wealth
- Advocacy
- Arts Education Promotion
- International Ministry

5th Determine Key Categories
- Start with most relevant and work backward
- Allocate more space to more relevant experience

6th Create Action-oriented descriptions for each entry
Sample Resumes by Objective

- **Law & Social Science**
  - **Student Affairs**
  - **Program Associate with Sadie Nash Leadership Project**
  - **Campaign Assistant**
  - **Health Educator**
  - **Preschool Teacher**

Leon Smith

e-squared service, CA, San Luis Obispo, CA 93405 – 555-456-7890

**Education**
- Bachelor of Science, 2006
- Master of Social Science, 2008
- Doctor of Social Science, 2010

**Law & Social Science**
- Law Clerk, 2008-2010
  - Advised clients on legal issues and conducted factual research.
  - Assisted clients in legal options and negotiations.
  - Assisted in monitoring the library.

**Director, Development**
- Community Services Director, 2010-2013
  - Developed and implemented a new financial planning system for all clients.
  - Supervised a team of five development professionals.

**Computer Information Systems**
- Business Systems Analyst, 2012-2014
  - Designed and implemented a new database management system.
  - Developed and maintained the organization's intranet.
  - Taught software usage to staff and non-technical personnel.

**Social Work**
- Social Worker, 2013-2015
  - Developed and implemented a new mental health program for clients.
  - Conducted risk assessments and developed treatment plans for clients.

**Volunteer Coordinator**
- Volunteer Coordinator, 2014-2016
  - Managed a team of 50 volunteers.
  - Developed and implemented a new volunteer management system.

**Administrative Assistant**
- Administrative Assistant, 2016-2018
  - Managed the office's finances and personnel.
  - Assisted with the development of new policies and procedures.

**Certifications**
- Certified Social Worker, 2012
- Certified Professional in Fundraising, 2014

**Leadership**
- Board Member, 2015-2017
- Chair of the Board, 2016-2018

**Technology**
- Proficient in Microsoft Office Suite, Adobe Creative Suite, and Salesforce.

**Hobbies**
- Hiking, trail running, and playing the guitar.

**References**
- Available upon request.

Leon Smith

**Graduate School of Social Work**

**Professional Development**
- Certified as a Professional in Fundraising, 2014
- Certified as a Social Worker, 2012

**Awards**
- Outstanding Volunteer of the Year, 2016
- Highest Fund Raiser of the Year, 2017
Gina Van Nostrand

Objective:
Campus Life Coordinator at the University of California, Los Angeles

Experiences:
- University of California, Los Angeles
  - Master of Education: Counseling and Student Affairs
  - Bachelor of Science: Psychology
  - June 2006

Student Affairs Experience:
- Student Life Coordinator, U.S.A., A.S.A., Los Angeles, CA
  - September 2006 - present
  - Responsible for student life and commuter affairs
    - Lead advisor for commuter affairs
    - Coordinate events and programs for commuter students

Administrative Assistant Experience:
- April 2005 - present
  - Responsible for administrative support
    - Coordinate events and programs
    - Coordinate meetings and conferences

References:
- Available upon request

Tracee K. Watkins

Objective:
Administrative coordinator at the Santa Barbara Leadership Project

Leadership:
- Leadership Conference, Santa Barbara Leadership Project
  - August 2001

Education:
- University of California, Santa Barbara
  - Bachelor of Arts, Political Science and History
  - June 2001

Planning Experience:
- Santa Barbara Leadership Project
  - April 2003, Santa Barbara, CA
  - Responsible for event planning and coordination
    - Coordinate events and meetings
    - Coordinate logistics and support

Women's Advocacy Experience:
- Women's Rights Action Network
  - June 2000, Santa Barbara, CA
  - Coordinate events and programs
    - Coordinate events and meetings
    - Coordinate logistics and support

Computer Skills:
- Microsoft Word, Excel, PowerPoint, Access, Presentation Publisher, Outlook, FileMaker Pro
- Microsoft Publisher, Microsoft Word, Microsoft Excel, Microsoft PowerPoint

References:
- Available upon request
Donna LaMadeline

325 South St, San Luis Obispo, CA 93405
408-900-4000
email@example.com

Objective: Campaign assistant position with Senator Los Angeles

Education:
California Polytechnic State University, San Luis Obispo
Bachelor of Arts, Political Science, September 2006

Relevant Professional Experience:
• Worked full-time while attending school part-time
• Enrolled in 110 hours of volunteer community service while attending school
• Senior Project: 15-page paper entitled “Winning Elections are Not Business Plan”

Political Campaign Experience
�� Worked for Senator Lisa, District 1, CA January 2007–present
Campaign Organizer and Database Worker
• Helped manage the campaign by recruiting and organizing volunteers, making media kits, planning get-to-know-the-candidate events
• Maintained and updated all campaign and voter information into database
• Developed and maintained database of staff

• Worked for Senator Cantor, District 22, CA March–December 2008
Campaign Manager
• Coordinated all aspects of the campaign, including fundraising, mailings, phone banking, office management, media, and events
• Coordinated over twenty volunteers
• Updated website content related to policy advocacy
• Assisted candidate with events, speeches, writing, and district travel

Affiliations
• San Luis Obispo Progressive Democratic Club February 2009–present
• San Luis Obispo Democratic Club April 2010
• San Luis Obispo County Democratic Committee September 2010–present
• San Luis Obispo Democratic Club October 2009–present
• San Luis Obispo County College Democrats September 2007–2009
• University of California at Santa Barbara College Democrats August 2007–2009

Outreach
• Worked for Mayor Campaign May–November 2008
• Coordinated events, solicited donations, voter outreach
• Worked for Lisa’s for Congress May–November 2006
• Coordinated events, phone-banking, visited precincts
• Worked for Senator Cantor March–November 2008
• Phone-banking for all democratic candidates, voter outreach, visited precincts, helped organized volunteers

Skills
• Language: background in American Sign Language and Spanish
• Computer: Microsoft Word, Excel, PowerPoint

Additional Experience
• Child Care Provider: Independent Business, Mike and Cheryl Coxe June 2005–present
• With the guidance, consultation, and support of the young children, she has developed skills, necessary to provide care for young children.
• Organized, designed, and facilitated educational programs for children 0-5 year olds with special needs, taught academics and social responsibility
• Foster Care Family
• Serves as a model of how to be a positive role model for homeless youth and has been a leader of foster youth in the family.
Appendix C: Student Questionnaire

Social Science Career Exploration Day
Student Questionnaire

Name:

1. What is your major?

2. What year are you in college?
   1st  2nd  3rd  4th  5th  Other

3. How informative did you find this event?
   (High) 5  4  3  2  1 (Low)

4. Which sessions did you attend?
   a. Resume Workshop
   b. Booth Fair
   c. Professional Panel
   d. Graduate School Panel

5. Do you plan on attending graduate school?
   Yes   No   Unsure

6. Do you know which field as a professional you would like to work in?
   Yes   No   Unsure

7. If yes which field?

8. What professions would you like to see present at this event in the future?

* Please leave any additional comments on the back of the page.