Alumni Career Notes

career information for bucknell alumni

With the proliferation of modes of communication, comes increased awareness of how easily those communications can go awry! We have collected some resources to help you avoid the traps involved in effective office communications.

Our website has undergone some changes and one of them is the inclusion of an online survey. We want feedback - how are we doing? Take this quick survey and let us know!

Know someone who would like to receive this newsletter? Feel free to pass it on or have them subscribe. Requests to receive Alumni Career Notes or for personal career assistance can be made at acs@bucknell.edu, (570) 577-1238 or through IM at bualumnicareer (Tuesdays and Thursdays from noon-2pm and Wednesdays from 4-6pm). We look forward to hearing from you!

Note: To access the resources located in myBucknell, the university's portal, use the username and password that all alums were given in January 2005. If you don’t remember or can’t find yours, don’t worry – just contact the Alumni Office (570) 577-ALUM (2586) or mybucknell@bucknell.edu for help.

Alumni Career Services Staff

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Career Tip:

Effective Workplace Communication? It’s More Than Just Talk…by Jeff Harlig
Information deficit? Amazingly enough, in this age of information overload, it is still possible to find many workplaces where employees are suffering an information deficit. They don’t have the information they need to do their jobs. It’s not that they lack data from external sources. They’re missing vital information that their supervisors and coworkers have right at hand, but unfortunately don’t have on the tips of their tongues. Many cases of information deficit occur because the people possessing the information can’t distance themselves sufficiently from their own experience to recognize the knowledge state of those around them. Read More

**Additional Resources:**
- [www.builderspace.com/features/career-communication.html](http://www.builderspace.com/features/career-communication.html) - a walk-through of how to formulate productive workplace conversation.
- [http://www.moneyinstructor.com/art/communicateeffective.asp](http://www.moneyinstructor.com/art/communicateeffective.asp) - (part 1) how to figure out the communication style of your workplace and why it is important.
- [www.moneyinstructor.com/art/communicateeffective2.asp](http://www.moneyinstructor.com/art/communicateeffective2.asp) - (part 2) why “throwing it over the wall” is not a good idea and alternatives.
- [www.warrenshepell.com/articles/hq_04spring.asp](http://www.warrenshepell.com/articles/hq_04spring.asp) - (you might have to paste this address into your URL field)

What’s Available on the Career Services tab on myBucknell:
- CareerNet – Networking database of Bucknell alumni and parents.
- Access to The Vault – referred to by Fortune as “The best place on the Web to prepare for a job search.”
- PDF pamphlets - research a variety of career topics
- Career Assessments – learn how to pair your skills, interest, and experience with career choice
- Career Search – same tool available to students to research employers is also available to alumni
- Bucknell Alumni Clubs – network informally!

**Job Leads from the Bucknell Community:**
The following are job leads that have been presented to alumni by members of the Bucknell community - alumni, parents and friends of Bucknell. New leads since the last issue of NOTES are in **bold**.
To view entire description, please log onto [Beyond the BRIDGE](http://www.bucknell.edu/beyondthebridge). **NOTE:** For best search results, type (bucknell) in the keyword field. Contact us if you have any questions (acs@bucknell.edu).

Cerulli Associates (bucknell) - Marketing Associate
Fascet LLC (bucknell) – software developer
**GratisCard Inc (bucknell)** – marketing analyst, marketing manager
The Phillips Brooks House Association (bucknell) – director of programs
WIRED Magazine (bucknell) – sales associate
Job Leads from Outside Bucknell:
The following are job leads that have been presented to alumni by members outside the Bucknell community. New leads since the last issue of NOTES are in bold.
To view entire description, please log onto Beyond the BRIDGE. NOTE: For best search results, write the job title in the keyword field. Contact us if you have any questions (acs@bucknell.edu).

Accredited Home Lenders Holding Company – management trainee program
Corning-Painted Post School District - Assistant Principal - Middle and High School
Go2TeachEnglish - teachers
McCormick Taylor, Inc.- Environmental Planner/Field Monitor
Pencom Systems – technical assistant
Southern Teachers Agency (recruiters) - Science Teacher
The New Columbia Joist Company – structural engineer
The York Water Company - engineer
Tuscarora Organic Growers Cooperative – general manager

Alumni Career Services Can Help You:
- Think through a career change and making career decisions
- Network effectively
- Search for a job
- Effectively use the Internet in job and career exploration
- Transition into a new career
- Assist you in improving and targeting your resumes and cover letters
- Identify your interests, values, goals, and preferences
- Plan for graduate or professional school

Programs/Events:

Webinar: Unlock Your Potential - Keys to a Smooth Career Change
December 20th from 7-8 pm
The majority of us will experience at least three to five career changes during our working lives. It can be overwhelming, but with preparation you can tackle anything. In this workshop you will:
- define your needs
- identify your transferable skills
- investigate resources and opportunities
- personalize the process
Contact Cathy McGinness cmn033@bucknell.edu to RSVP.

Career Networking Nights (CNN)
Would you be interested in... an exciting opportunity to interact with Bucknell students? ...sharing pearls of wisdom about your educational and career paths?
- Do you believe your liberal arts education has help get where you are now?
- Are you involved in something totally different from what you thought your major would allow you to pursue?
- Do you live in Boston, Philadelphia, Seattle, Chicago, San Francisco, or Los Angeles?
- If you answered yes to any of the above questions, you may want to consider participating in Bucknell’s Career Networking Nights 2007 (CNNs).
What are CNNs?
You may remember them from your student days - CNNs are annual series of networking events held over the semester break that offer students and alumni an environment to network with alumni and parent representatives from the greater Boston, Philadelphia, Seattle, Chicago, San Francisco and Los Angeles areas. Students and alumni will have the opportunity to talk with participants about their career paths, industry experience and their organizations. CNNs are closed events, available only to Bucknellians.

If you want more information, click on the link below for the specific event in which you’re interested. If you would like to register, please RSVP to Cathy McGinnis: cmm033@bucknell.edu

Seattle CNN: Tuesday, January 9, 2007
http://www.experience.com/emp/cf_details?fhnd=2103

Boston CNN: Wednesday, January 10, 2007
http://www.experience.com/emp/cf_details?fhnd=2107

Philadelphia CNN: Wednesday, January 10, 2007
http://www.experience.com/emp/cf_details?fhnd=2105

Los Angeles CNN: Wednesday, January 10, 2007
http://www.experience.com/emp/cf_details?fhnd=2108

Chicago CNN: Thursday, January 11, 2007

San Francisco CNN: Thursday, January 11, 2007
http://www.experience.com/emp/cf_details?fhnd=2106