“You’re an idiot! I QUIT!!!” Perhaps a proclamation you’ve fantasized hurling at your boss or co-worker???. Odds are, if you haven’t had this urge yet, you will. Don’t do it.

Resigning from a position takes a firm resolve, careful planning and a good deal of finesse. Since your work history follows you wherever you go, it is important to maintain your professional reputation and personal integrity throughout the process. We have collected some articles and resources for you to make the most graceful exit possible.

**Update:** You can post jobs more easily on Beyond the BRIDGE. If you already have a profile, go to the HOME page after you log in. If you haven’t created a profile yet, it’s easy! Go to [http://bucknellalum.experience.com/alumnus/branded_login](http://bucknellalum.experience.com/alumnus/branded_login) and create a profile. Your name will go into a holding bin pending approval for access. Once access is granted, you can post jobs free to other alums.

We want feedback!

- How are we doing? Take this [quick survey](http://bucknellalum.experience.com/alumnus/branded_login) and let us know!
- If you have a career topic you’d like us to address, we’d love to hear your ideas. Send them to us at [acs@bucknell.edu](mailto:acs@bucknell.edu).

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](mailto:acs@bucknell.edu), (570) 577-1238 or through IM at [bualumnicareer](http://bucknellalum.experience.com/alumnus/branded_login) (Tuesdays and Thursdays from noon-2pm and Wednesdays from 2-4pm). 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](mailto:mybucknell@bucknell.edu) for help.

**Alumni Career Services Staff**

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**Career Tip:**
Resigning with Class:
How to Diplomatically Resign From Your Job
by Randall S. Hansen, Ph.D.

Are you preparing to resign from your current job? Some job-seekers have a hard time doing so, either because they love the job and their co-workers or because they can't stand the job and can't wait to leave. Curious? Then read on. This article is really two articles in one. The first part discusses the strategies behind making a graceful departure from your employer and the second part shows you how to write a letter of resignation. Read More

Additional Resources:
http://jobsearch.about.com/od/resignation/a/saygoodbye.htm - some guidelines for saying goodbye to co-workers when you leave a job
http://www.careerjournal.com/myc/survive/19980910-innis.html - focuses on creating an effective exit strategy and negotiating compensation
http://www.soyouwanna.com/SITE/syws/resign/resign.html - discussion of six different components of resigning from a job
http://www.asktheheadhunter.com/haresign.htm - the right and wrong reasons and methods for leaving a job (2 parts)
http://www.articlegold.com/Article/How-to-Resign-to-Your-Job-Gracefully/8525 - steps to follow when preparing to leave your job
http://www.articlegold.com/Article/Employed-At-Will--Watch-out-for-Wrongful-Termination-/8436 - legal issues to consider when you are wrongfully terminated

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. To view entire description, please log onto Beyond the BRIDGE.
NOTE: Contact us if you have any questions (acs@bucknell.edu)

Harvard Business School (bucknell) - Recruiting Coordinator
Heraeus Inc, HCD (bucknell) - Thick Film Engineer
LIME (bucknell) - Integrated Sales and Traffic Coordinator

Job Leads from Outside Bucknell:
The following are job leads that have been presented to alumni by members outside the Bucknell community. To view entire description, please log onto Beyond the BRIDGE and look for the phrase "(outside Bucknell)" next to the description.

**NOTE:** Contact us if you have any questions (acs@bucknell.edu).

**Southern Teachers Agency - recruiters (outside bucknell)**
- French Teacher - Grades 5, 6, and 7
- Music Teacher - Middle School
- Math Teacher - Middle or High School
- Science Teacher - Grades 5&6
- Life Science Teacher
- Algebra II/Geometry Teacher

**Pennsylvania Public Television Network (PPTN) (outside bucknell)**
- Director of Planning and Programming

**Mountain Top Technologies (outside bucknell)**
- Robotics Engineer II (#140)

**The Savino Financial Group of Northwestern Mutual (outside bucknell)**
- Financial Representative

(NEW!) **Information of Interest:**
- GIA Jewelry Career Fair on July 27 at the Jacob Javits Center in New York City. Job seekers can visit GIA Career Fair for more information, or call GIA’s Jewelry Career Fair hotline at 800-421-7250, ext. 4100. Admission for job seekers is free. Employers who wish to recruit at Career Fair can call 800-421-7250, ext. 4195.

**Disclaimer:** Alumni Career Services does not edit, monitor, or verify the accuracy of the information submitted by the employers, and does not review the background of the employers. ACS does not guarantee that all jobs listed are still available, and is not responsible for safety, security, wages, working conditions, or other aspects of off-campus employment. Therefore, we encourage interested parties to thoroughly research each job vacancy for which they are applying and to verify the integrity of each organization. If you encounter a negative situation at the place of employment, we encourage you to notify ACS. Links to other web sites are not under the control of ACS or Bucknell. We are not responsible for the contents of any linked site. Those who discover any misuse or abuse of this web site are encouraged to contact ACS immediately at 570-577-1514, or acs@bucknell.edu.

**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: Interviewing Strategies**
**July 25th from 7-8pm EST**
You have an interview – Congratulations! Your hard work has paid off. Now you need to show the employer how well you fit the position. Learn about:
- Types of interviews
- Tips and strategies
- Do’s and don’ts
- Questions asked and questions to ask

Contact Cathy McGinnis cmm033@bucknell.edu to RSVP
Connect with Bucknell Alumni!
The Bucknell Alumni Association sponsors 40 active clubs across the country and overseas – with the goal of perpetuating the relationship between alumni and the university. Connect and network with other alumni in your area.
http://www.bucknell.edu/x767.xml