

CAREER NETWORK FOR ATKINSON STUDENTS

University Office of International Education – (University Rm: Matthews 110; Tel: 503-375-5404) The office of international education is the best resource for the most up to date visa information. Questions about visa status, visa eligibility, and applications for new status should all be directed to Chris Andresen - candrese@willamette.edu

Atkinson Recorder (AGSM Rm 117) – The recorder has your academic records and helps you add, drop or register for classes. Questions about registering for classes, adding, dropping, graduation requirements, independent studies, research projects and academic services questions should be directed to Janet Jobes.

Career Services (AGSM Rm 113) – Career Services office works with students and employers to assure successful internship and jobs. Questions about where to look for internships and jobs, how to look, who to ask or network with and how to determine which companies/internships are a good fit for you should be directed to Beth Ursin or Pam Nyburg.

Faculty Internship Coordinator – Each year, one faculty member coordinates the internship program for all students. Questions about the internship course, its syllabus and approving internships for credit should be directed to Sue Long (slong@willamette.edu).

Faculty Advisor – Each student is assigned to a faculty advisor. Questions about which classes to take, about their field of expertise should be directed to your faculty advisor

Peer Career Advisor – Each student is assigned a Peer Advisor, which is a second year student trained in career services. Questions about your resume, cover letters, networking, and other resources should be directed to your peer advisor or another peer advisor.

Mentor – The mentorship program is designed for students desiring extra support in achieving your professional goals and /or exposure beyond the classroom. A mentorship information session will be held during the first week of school and applications will be due Sunday night (before the start of the second week of classes). Questions about real-world applications, career paths, industries and US business practices can be directed to your mentor.

PACE Faculty and PACE TA – Each PACE team will be assigned a PACE TA. The Professor of Experiential Education oversees the entire program of PACE during your first year. Questions about your PACE projects and organizations should be directed to your PACE TA and/or Larry Ettner.

Faculty and Staff – Your AGSM community is more than happy to help you in your job and internship search. Please feel free to stop by and ask any of us questions about your career options and suggestions we might have for who you might talk with.

Alumni – We have an active community of alumni who are happy to help you. Remember, networking is building relationships, not just asking for a job. Once you have completed phase one of your job search, your peer advisor is available to help you identify alumni that may be good resources to network with.