

CAREER EDUCATION AND DEVELOPMENT

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The Office of Career Education and Development encourages a four-year career development continuum so that students are developing professionally in their employment documents, their transferable skills, and their work related learning experiences, while they develop academically in the classroom. Ultimately, career staff members engage students in building their level of professionalism and self-knowledge, guiding them on a pathway to a meaningful and joy filled career. Basic services include major and career exploration, resumes, cover letters, interview preparation, graduate school applications, and professional network development. Extended support is available on topics such as personal budgets, understanding benefits, negotiating salary, relocating to a new area and understanding employment contracts. The career office also oversees the McKay Testing Center, a computer-based testing center which administers exams such as Praxis, MAT, and the GRE Subject tests. The career office provides access for all students to the Handshake career management system. Through Handshake students can schedule career appointments, register for the many job fairs and learning events led by the career team, search for full time jobs and internships, and search for on-campus jobs (which are managed by the Office of Payroll and Student Employment). The Office of Career Education and Development Website (<http://www.sru.edu/life-at-sru/career-education-and-development/>) provides more details about services and staff.