

GRADNEWS

University of Arkansas Career Development Center

ARKU 607 * Phone 479-575-2805

<http://career.uark.edu>

Volume IV, Issue 1
Spring 2007

GRADNEWS is a newsletter for graduate students created by the UA Career Development Center twice per semester. Check out more of previous issues:

<http://career.uark.edu/students/newsletters.asp>

The smartest way to Create, Present, and Manage your Resume and Curriculum Vitae

Build a Better Resume
FREE to U of A Students
<http://uark.optimalresume.com>

NOW, The University of Arkansas Career Development Center offers innovative online FREE resume building service, **OptimalResume.com**, FREE to graduate students.

Attending organizations include: local, regional, national and international non-profits; NGOs (non-government organizations); federal agencies; and U of A on-campus academic departments. Social services, medical, arts, research, foundation, and other non-profits are also present! Check for updated list of non-profit attendees at the link: <http://career.uark.edu/careerfairs.asp#nonprofit>

OptimalResume.com is an easy to use, customized resume building service providing a comprehensive, Web-based tool for graduate students to create, present and manage quickly and easily a professional resume and CV.

You can store up to five individual resumes or CV and return any time in the future to update them, even years after you graduate. The resume output can take many examples and templates, and you can control over how the resume looks and works for your own personal resume, all with a simple, clickable interface. You are assisted with functions like school-specific examples and formats, spell checking, action words and a stylist function to aid in making the resume unique and attractive. The tool is useful seeking not only part-time jobs, internships, and full-time post graduate employment, as well as to those applying for fellowships and graduate/professional schools.

Furthermore, **OptimalResume.com** allows your resume or CV to be directly and automatically revised by career counselors at the UA Career Development Center if you want for further refinement.

Check out the best tool for gaining a competitive edge in the job hunting? Go to <http://uark.optimalresume.com/>

Any Questions and further refinement are welcomed~!

Contact **Moon-Sook Son** at mson@uark.edu

or 575-2805.

Coreers [Non-profits]
in the world of

Wednesday, February 7, 10:00 am - 2:00 pm
Arkansas Union 5th Floor Alltel Ballroom

"you are invited to attend a first-ever non-profit career recruiting fair"

36 Non-Profit Recruiting organizations will be on the Campus!

This fair is both for educational and recruiting purposes. Attending this career event, you can learn the benefits of working for a non-profit and talk with non-profit organizations about full-time, part-time, co-op/internship, and volunteer opportunities. AND **"Make Money Where Your Heart Is!"**

Also, you can attend a free of charge **"how to get your foot in the door" workshop** to be best prepared for a non-profit career fair.

Feb 5, Monday, 3:30 - 4:30 pm,
Arkansas Union 4th Floor Multicultural Center
led by Doug Walsh and Daniel Hintz, Fayetteville Downtown Partners

Please register to attend this workshop at this link:

http://career.uark.edu/students/reg/make_money.asp

Contact **Becky Bates Clark** at raclark@uark.edu for additional information

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UNIVERSITY of ARKANSAS
1871
CAREER DEVELOPMENT CENTER

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Graduate Student Lunch Seminars, Spring 07

*You're busy—you
have too much to
do...But you GOTTA
eat lunch!*

The Graduate School is pleased to announce the Graduate Students Lunch Seminars.

They are held **EVERY Thursday between 11:30 a.m. and 1:00 p.m.** from **February 8 to April 12 at Room 305** in the food court Arkansas Union.

The lunch sessions are designed to give you the opportunity to meet graduate students from other programs AND learn about a topic of interest to graduate students. PLUS, the Graduate School will provide dessert each week.

Topics include: *Help with writing(2/8), Graduate students supporting system(2/15), Conflict resolution(2/22), Statistics for research data(3/1), Finding funding for research(3/8), Preparing future faculty(3/15), Difference between a Resume and a Curriculum Vitae(3/29), HPER complex info(4/5), and Drama Dept activities(4/12).*

Come and join the seminars for topics of interest to you, as your schedule allows~!

Contact Diane Cook at 575-2350 or DLCOOK@uark.edu for more details.

Hot Career Events !

You'll find workshops and presentations to help you manage your money, get a job, write a resume, get organized, and attend a formal dinner.

February

- 7 Non-Profit Career Fair**
- 8 Job Search Strategies**
- 19 Create an effective Resume**
- 20 Diversity in the Workplace**
- 21 Key to Success: Developing a Life Plan**
- 12,22 Preparing for a job interview?**

March

- 3 Diversity in Workplace (with Target)**
- 7 Preparing job a job interview?**
- 13 Job Search Strategies**
- 14 Dining Etiquette**
- 15 Creating your personal Branding Statement**
- 27 Careers in Sports**

And Many more of Career Fairs & Other events...

Check out MORE detailed information, Please visit here:

<http://career.uark.edu/events.asp>

Graduate Students' Career Needs

Your opinion is very important to us. Please allow us to hear more about your career concerns and plans including:

- What is your career plan after graduation?
- Any specific recruiters you want to contact?
- Particular information you want to see on our Newsletter?
- What career-related services do you need?

Please go to <http://career.uark.edu/contact.asp?id=1> or contact Moon-Sook Son at mson@uark.edu or 575-2805 to VOICE your career needs.