

The Partnership

The mutual goal of both our faculty and the Career Development Center is Student Success.

We believe all undergraduate students should meet with a career counselor in the Career Development Center at least once per semester while enrolled at Bowie State University.

Whether they are deciding on a major; clarifying their skills, interests, and work-related values; researching career options; preparing job search documents like resumes and cover letters; searching for internships and cooperative education opportunities; planning for graduate school; navigating through the job search process; or connecting with employers...our experienced staff is equipped to guide students through all phases of the career development process.

By working together, faculty and the Career Development Center can ensure a seamless transition from student to a successful working professional.



The Career Development Center
Student Center, Third Floor
301-860-3825

careedevelopment@bowiestate.edu

<http://www.bowiestate.edu/campus-life/the-career-development-center/>
Monday—Friday 8am-5pm

Bowie State University

Career
Development
Center

What does the *Career Development Center* Offer?

Don't Cancel That Class!

While planning your syllabi and working around your conference schedules, you don't need to cancel a class. We are ready and willing to visit your classroom to facilitate a standard or customized workshop to match individual class needs and assignments.

Career Counseling

Career professionals are available to provide personalized career counseling sessions to help students identify skills and areas of interests, plan and prepare for graduate school, and find internships and jobs. In addition to appointments, we offer walk in hours and telephone counseling sessions.

Graduate and Professional School Assistance

The center helps students decide which graduate or professional degree is best for their career goals. We provide counseling and materials that can help students research and apply for graduate school, prepare for entrance exams, create personal statements and essays, and search for ways to pay for graduate school.

Cooperative Education & Internships

The center, through its online database of employers, can help students identify internship and co-op opportunities that will best serve them in their academic and professional pursuits. Staff can assist faculty with course materials, learning agreements, MOUs, and evaluations.

Choosing a Major & Exploring Occupations

The Career Development Center offers FREE career assessments that can help students identify their skills, interests, values, and personal preferences. Sometimes your advisees may ask, "What can I do with a major in _____?" Let them know that in addition to your assistance they can talk to Career Counselors in the career center. We help students determine the right occupation for their interests, career goals, skills, values, and personality. We also help them research occupations typical of certain majors.

Online Career Resources

Our comprehensive web site provides access to several customized pages for alumni, undergraduate and graduate students, parents, employers, faculty and staff. Students have 24/7 access to national job and internship databases, links to online career planning resources, downloadable handouts, career tutorials, videos, e-newsletters, and electronic forms.

Bulldogs4Hire

This FREE online job and internship database allows students to search for and apply to opportunities posted by employers, register for on-campus interviews, and post resumes.

Employer-Faculty Relations

We can coordinate meetings between faculty and employers interested in recruiting students from your academic discipline and distribute internship and job listings specific to your department.

On-Campus Recruitment Program (OCR)

Employers come to campus to facilitate information tables and interviews.

Career and Job Fairs

The Career Development Center offers several events throughout the academic year and we also advertise local job fair events on our web site.

Job & Internship Postings on the Web

Our web site offers several customized pages with links to employers listing full-time, part-time and internship positions, federal jobs, and career specific opportunities. We also subscribe to three online databases that lists internships and entry level jobs in the USA and internationally.

Resumes, Cover Letters and Portfolios

We offer several resources to help students create a perfect resume, cover letter and portfolio.

Interview Preparation

We provide numerous resources to help students prepare for interviews. We also conduct practice interviews where students can practice and receive honest feedback from employers who conduct the interviews.

Dream It. Plan It. Live It.