

# Career Pathways

September 1, 2003

Volume 1, Issue 1

UTD Career Center

## Calling All Liberal Arts Majors To The World Of Work

Have you ever asked yourself "Why am I getting a degree in the Liberal Arts?" Or maybe your parents questioned you with "Why are you pursuing a 'worthless' Liberal Arts degree?" Generally, many people are confused about the importance or significance of a degree that is classified as Liberal Arts. Here are some reasons 'why' a Liberal Arts degree is worth pursuing.

Research verifies the success of Liberal Arts majors in the Job Market.

- Liberal Arts majors are successfully employed with low unemployment rates.

- 40% to 60% of CEO's are graduates from Liberal Arts colleges.

- Company surveys show Liberal Arts grads have superior rates of promotion.

- Initial earnings are slightly lower than other graduates; but after 2-3 years their earnings exceed other grads.

A Liberal Arts degree is a worthwhile selection because it will never be obsolete! This

broad-based degree prepares you not only for your first career, but also for all the careers you will have during your lifetime! A Liberal Arts degree is a 'hot commodity' because it develops a student's tangible skills and also the intangible ones, such as critical thinking, adaptability, problem solving, effective communication, leadership and the ability to motivate others to accomplish goals.

(continued on Page 2)



### Hot Jobs\*

Chief Privacy Officer

Actuary

Business Continuity  
Director

Real Estate Sales

Manager, Wireless  
Infrastructure

Pharmaceutical Sales

\*Source: Challenger, Gray & Christmas  
as reported in the August 2003 issue of  
Money magazine.

## Networking Your Way Into The Professional World

In this tough market, your ability to network may be just the solution to your job search. Research indicates that 61 percent of all jobs are found through networking. The one thing to remember is that networking does not necessarily mean asking for a job, it is more about obtaining information.

**Do your homework.** Know what you are seeking so that when you make contact you

can speak intelligently.

**Once you've identified contacts, start contacting them.**

Keep your messages professional and polite. Attempt to establish a time to meet face-to-face.

**Ask for advice, information, and additional referrals.** Ask for career and industry tips and an assessment of your resume.

**Do Not ask for a job.** Speak to your own strengths, skill sets, and goals.

**Follow up on any leads given.**

Follow-up should occur shortly after the initial contact.

**Always write thank you notes.**

Include the initial contact and any additional contacts established.

**Formal networking can also be useful.** Join professional associations, volunteer your services, or participate in community activities.

Networking is interacting with acquaintances who can assist in your job search. Every person

is a contact who knows other people who can help you with job leads. Make a concerted effort to contact everyone you know. Let them know what you are seeking. Do not allow your pride to prevent you from asking for advice or accepting help when it is offered.

# 61

percent of positions  
found through  
networking

DBM Consulting as reported in the  
September 2003 Issue of Men's Health

## Liberal Arts Majors (continued from Page 1)

These skills can be applied in a wide range of careers, for example: business, education, health, sciences, and law to name just a few.

In today's job market employers are seeking individuals who have interpersonal, teamwork, verbal and written communication skills, honesty and integrity, motivation and initiative, a strong work ethic, flexibility and adaptability, computer skills and self-confidence.

In addition to these behavioral skills, employers are seeking 'transferable skills', such as: writing, speaking, numeracy, research and informational retrieval, analytical and creative thinking, learning and synthesizing new ideas, and foreign languages and cross-cultural knowledge.

Listed below is a short list of

liberal arts majors and possible occupations:

Communication: Publicist, Journalist, Advertising Executive, Public Relations

Psychology: Counselor, Human Resources, Child Advocacy, Psychologist

Arts & Performance: Film Producer, Movie Actor, Set Designer, Ballerina, Stage Actor

Criminal Justice: FBI or DEA Agent, Probation Officer, Attorney, Private Investigator

Music: Musician, Singer, Band Leader, Conductor, Screenplay Writer

Political Science: Political Analyst, Urban Planner, City Council, Foreign Service Officer

So, Liberal Arts majors, come out of hiding, hold your heads high and let other students know you are proud to be majoring in such degree plans as Math, Sociology, Arts & Performance, Geography, Communications,

Music, Crime & Justice Studies, or Public Administration! And know you are in the esteemed company of such famous individuals as Michael Jordan, Martin Luther King, Barbara Walters, Ted Turner, Steve Martin, and Alan Greenspan!

Finally, can you guess whose father from the above list stated:

*"I am appalled, even horrified that you have adopted CLASSICS as a major. As a matter of fact, I almost puked on the way home today. I am a practical man, and for the life of me, I cannot understand why you should wish to speak Greek."*

**References for this article taken from a handout from the Job Search for Liberal Arts Majors Teleconference, 2003, with Donald Asher & Howard Figler**

Answer: Ted Turner

## Employer Tricks!?!

Interviewing can often be a strange and grueling process, filled with questions that cause you to scratch your head and wonder "Where'd that come from?"

How do you think you might respond to this question: "What would you do if I gave you a year's salary not to come to work?"

Stuart Gold, COO, The Republic of Tea, states, 'Show me somebody who wants to make a difference. If you say you'd go lie on a beach, which is probably the No. 1 answer I hear, then you're not the right person for the job. I want someone with the fire to live each day to the fullest. Maybe you'd want to work anyway because you absolutely love what you do.'

September 2003 Issue of SmartMoney Magazine

## Federal Employment Opportunities Of The Future

If you desire a steady income, job security with potential for advancement, like to be proud of your work and contributions, desire to travel abroad or stay at home, prefer a fixed or flexible work schedule, or like participating in a generous benefits program, why not consider a job with the Federal Government?

### FACT:

- U.S. Citizenship required.
- 84% of all federal jobs are located outside the DC area.
- The Federal Government



expects to hire 16% more new grads than the private sector this year.

- Accounting is one of the top 5 majors sought by government employers.
- There are an estimated 1.8 million civilian employees in the

federal government.

Opportunities are as broad as this country is wide. To list a few: criminal investigators, biological scientists, writers and editors, paralegals and attorneys, financial and budget analysts, public affairs specialists, engineers, computer and technology specialists, mathematical statisticians, public and foreign affairs specialists, economists, educational and personnel specialists, sociologists, air traffic controllers, logistics

managers, contract administrators, museum specialists, and historians. Did you know the National Security Administration hires musicians as encryption specialists (they recognize patterns readily)?

Visit the Career Center for a fact sheet related to your major. Make an appointment to meet with Career Center staff for more resources. Utilize [www.calltoserve.org](http://www.calltoserve.org) and [www.usajobs.opm.gov](http://www.usajobs.opm.gov) to explore more.

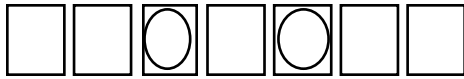
# Word Scramble



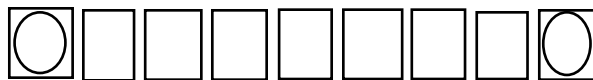
**E D L W G O N K E**



**E T A D G R U A**



**E N F I R S D**

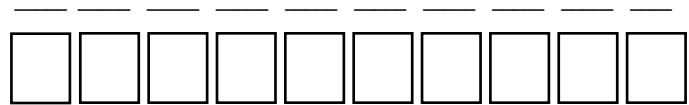


**E W I T N R E V I**

Unscramble the letters below the boxes to form words. Then use the letters that are within the circles to form the career search technique described and demonstrated in the photo below.



*Clue:* Everytime you shake someone's hand, you are performing this activity.



Word Scramble Words: KNOWLEDGE, GRADUATE, FRIENDS, INTERVIEW  
Word Scramble Answer: NETWORKING

# Career Center Library Book Review

***A Foot In The Door***  
*Networking Your Way into the Hidden Job Market*  
by **Katherine Hansen**,  
Ten Speed Press



*A Foot In The Door* is a career book that actually takes the time to describe why networking is so important to any person's career advancement. The book does an especially nice job with that special form of networking known as informational interviewing. Hansen wisely highlights examples of real people, including college students, who have successfully used informational interviewing and other networking techniques in their career development efforts. The descriptions used in the book make it very easy for any reader to visualize themselves in given situations. The book provides

great networking tips through the use of a "Foot Note".

One unusual, and quite innovative, aspect of the book is that it doesn't rely solely on the author's own thoughts and opinions. Instead, Hansen incorporated the expertise of 123 career counselors and other professionals interviewed for this publication. The book contains two excellent lists: 200 great questions to ask at informational interviews and 50 hotspots for networking professionals and students.

If you are interested in learning more about the whys, wheres, whens, and hows of networking and informational interviewing, *A Foot In The Door* is a very good, entertaining investment.

## Student Quote

*"If you have not checked out the Career Center, it's never too late. Check it out now! It helped me greatly in finding the right job and improving my interviewing skills. It is because of their help I have landed a job in today's questionable economy."*

**Parimal Khatri**  
MBA-Global  
School of Management

| NACE<br>National Association of<br>Colleges and Employers |                 |
|---|-----------------|
| SALARY SURVEY   |                 |
| Starting Salary Offers – National Averages                |                 |
| Discipline  | Current Average |
| Accounting  | \$40,546        |
| Marketing/Marketing Mgmt                                  | \$34,628        |
| Business Administration/ Management                       | \$37,122        |
| Economic/Finance (incl. banking)                          | \$40,084        |
| Computer Science  | \$47,419        |
| Information Sciences & Systems                            | \$39,787        |
| Chemical Engineering                                      | \$51,853        |
| Civil Engineering   | \$41,352        |
| Computer Engineering                                      | \$51,720        |
| Electrical/Electronics Engineering                        | \$49,946        |
| Mechanical Engineering                                    | \$48,441        |
| English Language & Literature/Letters                     | \$30,157        |
| Criminal Justice & Corrections                            | \$29,324        |
| Psychology  | \$27,454        |
| History   | \$32,108        |

All data are for the bachelor's degree level.  
Source: Summer 2003 Salary Survey, National Association of Colleges and Employers. Reprinted with the permission of the National Association of Colleges and Employers, copyright holder. All rights reserved.



# New Career Center Staff Members

The University of Texas at Dallas  
 Career Center  
 McDermott Library  
 MC 1.312

Phone: 972-883-2943  
 Fax: 972-883-2431  
 Email: [careercenter@utdallas.edu](mailto:careercenter@utdallas.edu)

Check Out Our Web Page For A  
 Wealth Of Information!

[www.utdallas.edu/student/career](http://www.utdallas.edu/student/career)



(from right to left) Ryan Wyllie, Career Programs Coordinator; Natalia Albright, Student Employee

Fall & Spring  
**Monday - Thursday**  
 9:00am - 6:30pm  
**Friday**  
 9:00am - 5:00pm

Summer & Intersession  
**Monday - Thursday**  
 9:00am - 6:00pm  
**Friday**  
 9:00am - 5:00pm

## Schedule of Events

**Career Expo**  
**Wednesday, September 17**  
 11:00am-4:00pm  
 Activities Center

Participating employers  
 from a variety of  
 industry sectors

All Majors!

All Career Fields!

All UTD students and  
 Alumni are encouraged to  
 attend!

**Professional Dress is  
 REQUIRED**

**Comet Card or Alumni  
 Card is required**

Check out the current list of  
 attending organizations on  
 the Career Center website.

**Drop-In Resume  
 & Cover Letter  
 Critiques**  
**No appointment necessary at  
 these times.**  
 Monday 12:00pm-3:30pm  
 Tuesday 10:00am-1:00pm  
 Wednesday 2:00pm-5:00pm  
 Thursday 10:00am-1:00pm  
 Friday 1:00pm-4:00pm

## Internship/Co-op Fall Dates

The work assignment date for  
 the Fall 2003 semester should  
 begin August 11, or later,  
 (no later than October 22 for  
 F1 students) and end  
 December 12, or earlier.



## Student Quote

*"The Career Center at UTD was very helpful in assisting me in my pursuit of another position in the field of accounting. The center provided valuable information and resources. Without the assistance of the advisors and resources, I would not have had the confidence to interview for an available position or negotiate the salary requirements and benefits. All students, undergraduate and graduate, should take advantage of the Career Center. After seeing what the Career Center had to offer, I realized that this is a great place for additional education in job seeking."*

**Omar Duran**  
 Bachelor of Science in  
 Accounting