CENTER FOR CAREERS AND INTERNSHIPS FACULTY GUIDE

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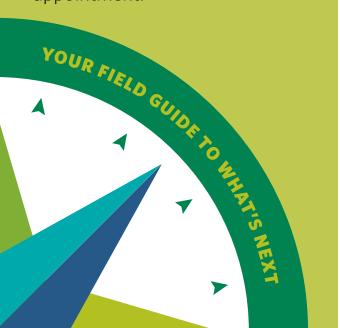
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While most of our career advisors cover specific career paths, all are well equipped to assist students in their exploration and decision-making. They can use the scheduling tool in **HANDSHAKE** to set up a 30-minute appointment.



We prepare students to translate their Middlebury experience into the successful pursuit of their postgraduate goals.

ADVISING ESSENTIALS

> STEP UP

Students need to set up their accounts in **HANDSHAKE. go/handshake**

- Hear about JOBS and INTERNSHIPS
- Sign up for EVENTS and OPPORTUNITIES
- Schedule with an ADVISOR access RESOURCES
- Build a career PROFILE

> STEP IN

Advisors help them get started, explore, and get focused. **go/cciqqs**

 Students can drop by for QUICK QUESTIONS with our PEER CAREER ADVISORS, or students can schedule appointments with a CCI ADVISOR

> STEP OUT

Internships—summer or winter. go/internships

- FINDING an internship go/wtinternships
- **FUNDING** an internship
- PREPARING for an internship

> PEER CAREER ADVISORS (PCAS)

Quick Questions are regularly scheduled times when students can drop in at various points around campus for help with the following: resumes and cover letters, career exploration, questions about resources, interview preparation, and anything else related to CCI. go/PCAs

> MIDD2MIDD

Students can reach out to and build relationships with our amazing network of Middlebury alumni shortly after they arrive. **go/Midd2Midd**