

# Italian Career Chat

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## Office of Career Development

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## Steps In Choosing A Career

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### First Step: Self Assessment: “Know Thyself”

1. Understand and relate your personality traits to career choices
2. Define your personal values
3. Determine your economic needs
4. Explore longer-term goals
5. Understand your skill base
6. Identify your preferred skill base
7. Express a willingness to improve

Strategies for self-assessment may include meeting with a Career Counselor, taking interest inventories such as the Strong Interest Inventory or the Myers Briggs Type Indicator, or working through the exercises in any one of a number of books in the CDO library, including *What Color Is Your Parachute*.

### Second Step: Research Career Options

Once you have established a base of self-knowledge, the next step is to create a knowledge base of opportunities available and begin the your interests to a career.

Strategies for researching career options include:

- Informational interviewing and networking with professionals in areas that may be of interest to you
- Talking with Vassar alumnae/i and utilizing V-NET
- Utilizing job listings through eRecruiting and in the CDO
- Surfing the Internet for career options and information—including Spotlight on Careers, CareerSearch, and Vault.com
- Participating in internships or job-shadowing experiences
- Scanning job listings for positions that sound interesting
- Joining and attending professional organizations or association meetings, conferences, and networking opportunities
- Reading trade journals

## Next Step: Job Search

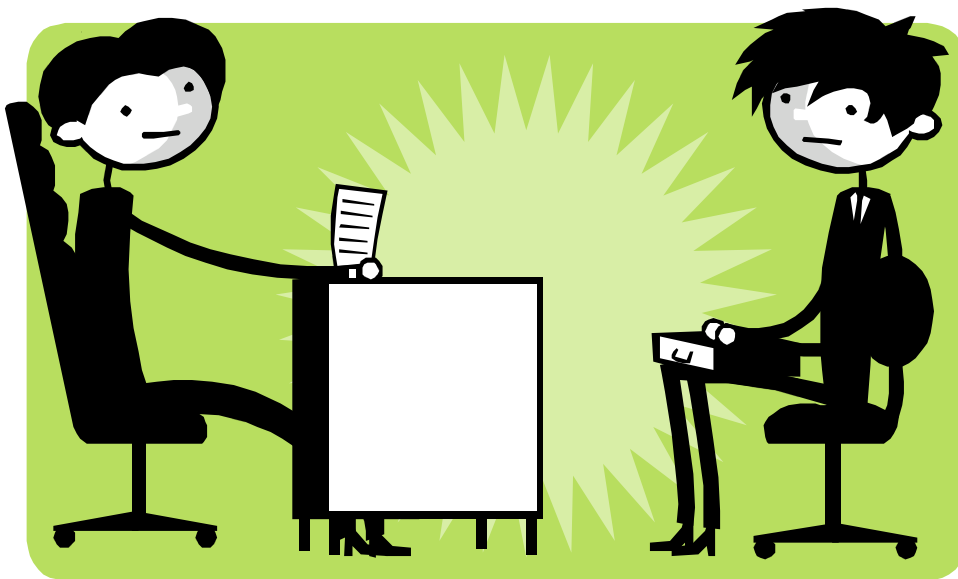
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A job search involves:

- Creating a strong resume and cover letter
- Developing lists of contacts and target organizations
- Applying for positions
- Interviewing
- Doing follow-up

Career Counselors here at the CDO are ready and available to assist you through the entire process. The Career Development Office library and website also contain various handouts, books, articles, journals, etc. that could aid you in this process.

Job-hunting takes time and energy! This varies, of course, depending on the field, preparation, and dedication of the job seeker. Geographic flexibility also significantly impacts one's job search. Many occupations today require a college-educated individual who can write and speak well, solve problems, learn new information quickly and work well with others on a team. This means that college graduates use their education in a wide variety of fields, and your future career may relate more to your personal career interests, work values, and transferable skills than any specific academic major.



## What About Graduate School?

<http://careers.vassar.edu/advice-graduate-school/>

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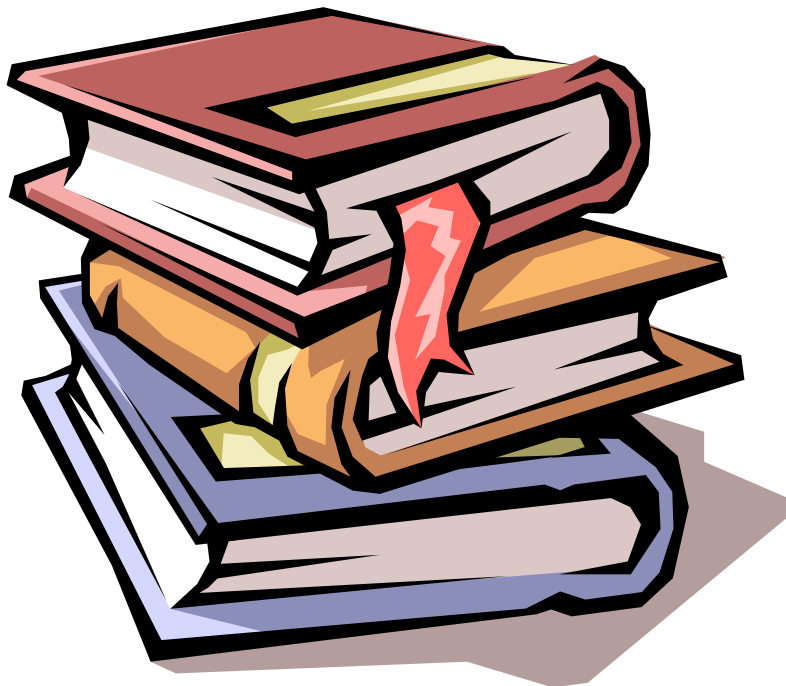
The reasons for continuing one's education in graduate school can be as varied and unique as the individual. Many continue their studies at an advanced level because they simply find it difficult to end the educational process. They love what they are learning; they want to learn more and continue their academic preparation. Others go on to graduate school for purely a practical reason: their area of interest requires an advanced degree.

It is important to carefully consider your reasons for going to graduate school. Graduate school involves additional time away from the employment market, a high degree of critical evaluation, significant autonomy as you pursue your studies, and a considerable financial expenditure. For some students in doctoral programs, there may be additional life choice issues, such as relationships, marriage, and parenthood that may present real challenges while in a program of study.

Think about the following questions when making this decision:

- Are you postponing tough decisions by going to school?
- Have you done some “hands-on” reality testing?
- Do you need an advanced degree to work in your field?
- Have you compared your expectations of what graduate school will do for you with what it has done for alumni of the program you are considering?
- Have you talked with people in your field to explore what you might be doing after graduate school?
- Are you excited by the idea of studying in the field you have in mind?

Graduate school is NOT a career choice—it is a tool to reach or advance your career goals. Be sure to ask yourself why you are going to graduate school and what you want to do with the degree.



## Italian Alumni Career Choices

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Here is a sampling of the many career paths Vassar alumnae/i have pursued with their undergraduate degree in Italian (may have pursued further education). Some of these career choices are closely related to their major, while others are not. If you would like to talk to alumnae/i and ask them questions about their careers, feel free to use the V-NET database through the AAVC website at <http://www.aavc.vassar.edu>.

- Art/Antique Merchandising/Gallery**, Gallery Assistant at Skinner Auction House, Class of 2004
- Communications Assoc/Foundation/Policy/Research**, President of Promotec International, Inc., Class of 1972
- Counseling/Therapy/Mental Health Services**, Senior Social Worker at Family Services, Inc., Class of 1980
- Education – College/University**, Librarian/Data Specialist at McGill University, Class of 1989
- Education – College/University**, Professor of Art History at George Mason University, Class of 1967
- Education – College/University**, EFL Teacher at Universita degli studi di Padova, Class of 1994
- Education Assoc/Foundation/Policy/Research Org**, Regional Manager in Foreign Study at E.F. Foundation for Foreign Study, Class of 2001
- Federal Administrative Government**, Director of Worker's Compensation at the U.S. Department of Justice, Class of 1968
- Legal Practice**, Attorney at the Law Office of Jane Hindman, Class of 1984
- Manufacturing/Distribution**, Self-employed Wine Producer, Class of 1987
- Marketing**, CEO at DaVinci Direct, Class of 1975
- Museums**, Assistant Curator at the Museum of arts & Design, Class of 1991

## CDO Library Resources for Italian Majors

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The following books and many more can be found in the CDO Library:

- American Foreign Service Officer Exam* by ARCO, 2001.
- Careers for Foreign Language Aficionados and Other Multi-lingual Types* by Ned Seelye & Laurence Day, 2001.
- Careers in International Affairs* by Maria Pinto Carland & Lisa A. Gihring, 2003.
- Careers in International Business* by Edward J. Halloran, 2003.
- Career Planning Guide for International Students* by the International Careers Consortium, 2004.
- Directory of International Organizations* by Hans-Albrecht Schraepler, 1996.
- Educators' Passport to International Jobs* by Rebecca Anthony & Gerald Roe, 1984.
- Great Jobs for Foreign Language Majors* by Julie DeGalan & Stephen Lamberts, 2001.

## CDO Library Resources cont.

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*Harvard Guide to International Experience, The* by William Kingelhofer, 1989.  
*How to Find an Overseas Job with the U.S. Government* by Will Cantrell & Francine Modderno, 1993.  
*Inside a U.S. Embassy* by the American Foreign Service Association, 2005.  
*International Job Finder* by Daniel Lauber, 2002.  
*International Jobs Directory* by Ron Krannich  
*International Jobs – Where They Are, How to Get Them* by Eric Kocher & Nina Segal, 2003.  
*International Voluntary Work* by Victoria Pybus, 2005.  
*Internships in International Affairs* by Career Education Institutes, 2004.  
*Jobs & Careers Abroad* by Deborah Penrith, 2005.  
*Live & Work in Italy* by Victoria Pybus, 2005  
*Realities of Foreign Service Life* by Patricia Linderman & Melissa Brayer Hess, 2002.  
*Working or Change – Making a Career in International Public Service* by Derick W. Brinkerhoff & Jennifer M. Brinkerhoff, 2005.

## Italian Related Websites

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Vassar College Department of Italian: <http://italian.vassar.edu/>  
American Council on the Teaching of Foreign Languages:  
<http://www.actfl.org/i4a/pages/index.cfm?pageid=1>  
American Institute for Foreign Study: <http://www.aifs.org/>  
American Translators Association: <http://www.atanet.org/>  
Bilingual Jobs: <http://www.bilingual-jobs.com/>  
Career Services – Italian:  
<http://careerservices.class.umn.edu/students/careerandmajorinfo/wcidwami/italian.html>  
Careers in Foreign Languages:  
<http://www.oswego.edu/student/career/careersin/foreign.html>  
Careers Using Foreign Language Skills:  
<http://www.cudenver.edu/Student+Life/Career+Center/Online+Career+Library/default.htm>  
CDS International: <http://www.cdsintl.org/>  
Foreign Policy Association Student Corner:  
[http://www.fpa.org/info-url\\_nocat2405/info-url\\_nocat.htm](http://www.fpa.org/info-url_nocat2405/info-url_nocat.htm)  
\*The International Educator (TIE): <http://www.TieOnline.com>  
Modern Language Association: <http://www.mla.org/>  
National Association for Bilingual Education: [www.nabe.org](http://www.nabe.org)  
One Small Planet: [www.onesmallplanet.com](http://www.onesmallplanet.com)  
Overseas Employment Opportunities: <http://www.escapeartist.com/jobs/overseas1.htm>  
Overseas Jobs: [www.overseasjobs.com](http://www.overseasjobs.com)  
Teachers of English to Speakers of Other Languages: [www.tesol.org](http://www.tesol.org)

## Italian Related Websites (cont.)

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The Riley Guide – International Resources: <http://www.rileyguide.com/internat.html>  
U.S. State Department: [www.state.gov/employment/](http://www.state.gov/employment/)  
CDO Resources: <http://careers.vassar.edu/resources/>

## Graduate School Information

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CDO Graduate School Career Briefs: <http://careers.vassar.edu/downloadable-handouts/>  
CDO Website for Graduate Schools: <http://careers.vassar.edu/advice-graduate-school/>  
GradProfiles: <http://www.gradprofiles.com/>  
Gradschools.com: <http://gradschools.com/>  
Language School Guide: <http://www.languageschoolsguide.com/search.cfm>  
Peterson Guides to Graduate and Professional Schools: <http://www.petersons.com/>  
PhD Info.org: <http://www.phdinfofind.org/>  
Romance Languages & Literatures Program: <http://rll.buffalo.edu/rll/>  
\*Foundation Center Grants To Individuals: <http://gtonline.fdncenter.org/>

## Internships

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eRecruiting: <http://vassar.erecruiting.com/er/security/login.jsp>  
You must attend an eRecruiting orientation with the CDO before you can access the site.  
\*National Internships.com: <http://internships.com/accessPremium.cfm>  
\*Internships USA: <http://www.internships-usa.com>

## General Career Websites

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\*Career Search: <http://www.careersearch.net/vassar/>  
eRecruiting: <http://vassar.erecruiting.com/er/security/login.jsp>  
You must attend an eRecruiting orientation with the CDO before you can access the site.  
\*Going Global: <http://online.goingglobal.com>  
\*LACN (Liberal Arts Career NetWORK) Job/Internship Database:  
<http://www.lacn-group.org/>  
\*MonsterTrak: <http://www.monstertrak.monster.com/>  
Occupational Outlook Handbook: <http://www.bls.gov/oco/>  
Princeton Review's Guide To Your Career: <http://www.princetonreview.com/cte/>  
Riley Guide: <http://www.rileyguide.com/>  
\*Spotlight On Careers: <http://www.spotlightoncareers.org/>  
Vassar College Career Development Office: <http://careers.vassar.edu/>  
\*Vault.com: [http://www.vault.com/cb/careerlib/careerlib\\_main.jsp?parrefer=397](http://www.vault.com/cb/careerlib/careerlib_main.jsp?parrefer=397)

## General Career Websites (cont.)

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Venture: [http://www.theventureconsortium.org/public\\_interest/exploring.php](http://www.theventureconsortium.org/public_interest/exploring.php)

Wetfeet: <http://www.wetfeet.com/>

\*Please refer to the updated CDO password sheet to access the site.