

CUB CAREER CORNER

SEPTEMBER 2008 ISSUE



HOW CAN YOU LEARN FROM A MENTOR?

INSIDE THIS ISSUE:

LEARNING FROM A MENTOR	1
SMART APPROACH TO CAREER GOALS	1
EXPERT WITNESS	2
DEGREES VS. CERTIFICATES	2
STUDENT CHOICES	3
HUMAN RESOURCES MANAGERS	3
PUBLIC ADMINISTRATION	3
SCHOOL PSYCHOLOGY	4

The textbook titled “30 Ways to Shine as a New Employee,” written by Milt Wright and Associates tells a parable that describes what mentoring is really all about. The parable says: “Once upon a time a boy and his father were walking along a road when they came across a large stone. The boy said to his father, “Do you think if I use all of my strength, I can move this rock?” His father then answered, “I am sure you can do it.” The boy then began to push the rock uphill. Exerting himself as much as he could, he pushed and pushed. The rock did not move. Discouraged, he said to his father, “You were wrong. I can’t do it.” His father placed his arm around the boy’s shoulder and said, “No,

son. You didn’t use all your strength...you didn’t ask me to help.” The moral of the story is that we often do not realize that we have more power if we learn to ask others for assistance. You should begin to get used to asking for advice or support from others that have more experience and training that you do. Furthermore, your willingness to ask for help shows that you have initiative, confidence and the humility needed in order to learn from those around you that have more know-how. Lastly, finding a mentoring opportunity is a great opportunity for you to find out the ins and outs of the career by asking informational questions to the mentor. In this manner, the mentee is able to

learn more about the career and its responsibilities, pay ranges, desirable qualifications, work environment description, degrees or certification requirements, etc. In this manner, you may also ask your mentor to provide you some guidance as to which steps to begin taking if you are interested in entering their field of work. Finding a mentor can be an exciting process. You can ask your instructors for help. If they can’t sign up to be your mentors themselves, they may be able to provide you information of others who may help you. Network and network some more! You will eventually find someone who will eventually take you under their wing and provide you valuable information.

DID YOU KNOW THAT CORONERS.....?

- ◆ TESTIFY IN COURT HEARINGS AND TRIALS?
- ◆ OBSERVE, RECORD, AND PRESERVE ANY OBJECTS OR PERSONAL PROPERTY RELATED TO THE PERSON WHO DIED
- ◆ COMPLETE DEATH CERTIFICATES
- ◆ PERFORM MEDICAL EXAMINATIONS AND AUTOPSIES AND DEAD BODIES

CLARIFYING CAREER GOALS: THE SMART APPROACH

The smart approach to clarifying career goals comes from five easy steps: 1) Specific—You must make sure that you know exactly what you want to do. If you are unsure, begin by making an appointment at the Career Center for career testing/ counseling. 2) Measurable— You must break down your goal

into smaller parts in order to begin taking baby steps toward the main goal. Will you obtain an AA first or transfer directly to a university? Do you wish to complete a certificate within one year or more? 3) Achievable— Do you feel that this goal is possible to complete? Do you feel capable of meeting this

goal? 4) Rewarding— In which ways will this career choice be rewarding for you? Will it be financially or personally rewarding? 5) Tangible— begin to develop Timelines/portfolios/ grade sheets/checklists/etc. in order to begin checking of items as you begin to move into more progress. Good luck!

WHAT IS AN EXPERT WITNESS?



What is expert witness?

An expert witness is a witness, who by virtue of education, training, skill, or experience, is believed to have knowledge in a particular subject beyond that of the average person, sufficient that others may officially (and legally) rely upon the witness's specialized (scientific, technical or other) opinion about an evidence or fact issue within the scope of their expertise. This is referred to as expert opinion. Expert witnesses may also deliver expert evidence about facts from the domain of their expertise. In addition, an expert witness is a person who testifies about a scientific or technical matter, which requires special training or knowledge that is not within the common understanding of the general

population. Examples of such involve criminalistics experts, for example. These individuals may contribute to a court hearing by informing the courtroom about blood spatter directionality for instance. They may also have ballistics experts report on how a particular weapon may have been used in a crime by connecting striation marks from the bullet to the weapon. They may then testify in court and present their findings.

WHAT IS THE DIFFERENCE BETWEEN A DEGREE AND A CERTIFICATE

In planning your education, you might have wondered about the difference between degrees and certificates. You might wonder which would be best for you? The answer depends on your goals and what you want out of your education.

Degrees:

Associate's degree: Associate's degrees are offered at community colleges. The Associate in Arts (AA) and Associate in Science (AS) degrees are two-year programs of study. Many of the credits earned at a community college may be applied to the completion of a Bachelor's degree if you transfer to a four-year school.

Bachelor's degree: Bachelor's degrees are offered at four-year colleges and universities. The Bachelor of Arts (BA) and the Bachelor of Science (BS) generally take students four or five years of full-time study. If you transfer into one of these programs with an approved Associate degree, a Bachelor's degree can be obtained in just two to three years of additional full-time study.

Master's degree: Graduate (Master's) degrees are offered at universities, some colleges, and professional schools. There are several types of master's degrees including: Master of Arts (MA), Master of Science (MS), Master of Fine Arts (MFA), and Master of Business Administration (MBA). Master's programs take students between one and three years of full-time study beyond a bachelor's degree. Most programs require the completion of a major project that illustrates your knowledge of a subject.

Professional degree: A professional degree prepares you to work in professions such as law, medicine or architecture and generally take two or more years beyond a bachelor's degree to complete. Generally people who have completed these degrees also have to become licensed in their profession.

Doctoral degree:

Doctoral degrees (for example, Doctor of Philosophy or PhD) are awarded

to students who complete two or more years of study beyond the Master's degree. These degrees are research-oriented and a significant research project is normally one of the requirements. Doctoral students take in-depth courses in a specific field which prepare them to understand the field, but may not be job-related. Some doctoral programs require a Master's degree for entry and others accept students with a Bachelor's degree, then ask them to complete the courses normally taken at the Master's level. One advantage of starting a doctoral program immediately after a Bachelor's degree is that a Master's level project may not be necessary.

Certificates:

- Are focused on learning practical, real-world skills that students will need for success in an occupation. For example, a student might complete a certificate program in Child-care Provider or Welder. Upon successfully completing coursework, the student will receive a certificate showing the ability to provide childcare or work as a welder.
- Provides entry into technical or semi-professional occupations, or additional training for those already working in a field and seeking advancement.
- May vary in length from one day to as long as two years and provides training in the skills needed to successfully perform a specific occupation.



SUCCESSFUL STUDENTS AND THEIR WISE CHOICES

Wise Choices of Successful Students

What is success? What does “success” meant to you?

Success has a different meaning for each of us as individuals, this might be getting all A’s and B’s while working a full-time job, or perhaps being the first person in my family to earn a college degree. As you notice, these successes are public, visible achievements that allow society to judge one’s ability and worth. **Success** is staying on track to your desire outcomes, dreams and experiences, is creating wisdom, happiness, and unconditional self-worth along the way.

The following are examples of what successful students have done in their educational and personal lives:

Focus on learning instead of just getting good grades

Major in the career you have the passion for

Discover your personal values

Learn about the world, especially about yourself

Ask yourself how could you use what you have learned to enhance your life and the lives of people you love

Please see the next newsletter for more about Wise Choices of Successful Students!

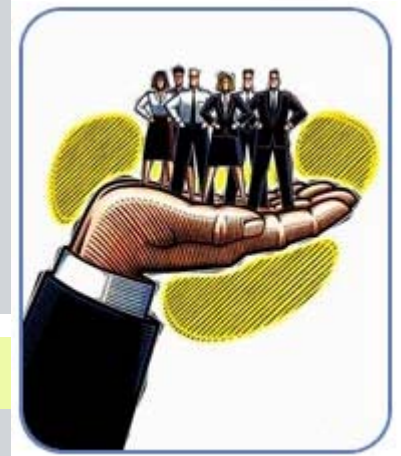
DISCOVERING WHAT HUMAN RESOURCES MANAGERS DO

Human Resources Managers

develop and implement policies designed to attract and keep the best available and qualified employees in an organization, to provide for their well-being, and to promote efficiency on the job. They are usually part of management and work in the personnel or human resources department of a company. Duties include recruiting, interviewing, selec-

tion, screening and referring applicants, and hiring job applicants, counseling, and disciplining employees, classifying jobs, and planning wage and salary scales. They may also handle labor grievances and contract negotiations, training and safety programs, and administer retirement, employee benefit, and affirmative action or equal employment opportunity (EEO) guidelines. Human

Resources Managers work under the direction of the Personnel, Industrial Relations or Human Resources Director. For more information, please contact the Career Center and ask to use the Discover and Eureka computerized career research programs. There, you will be able to learn more about the demand and educational requirements for entering this field. EUREKA



CAREER CHOICES IN PUBLIC ADMINISTRATION

Are you interested in a career in public administration? What will you be learning in this program? In this program, you will learn about the operation and management of local, state, and federal government, and about implementing policies in all forms of government and nonprofit agencies. You will examine the activities of officials in many fields of public administration from transportation, health, and security,

to environment, education, and finance. You will see how the policies and the actions of public officials relate to the citizens and business of the nation. You will use the case study approach and other hands-on methods to analyze the effects of administrative policies and activities. Further, you will study the current events of the day to identify broad concerns in public administration and illustrate shifts in public pol-

icy. Many public administration programs use internships and field experiences to underscore the academic aspect of the major.



COME AND MEET THE CAREER & JOB DEVELOPMENT STAFF:

STILLINA ESTRADA - PROGRAM ASSISTANT

DR. EMMA GARCIAS - CENTER DIRECTOR/COUNSELOR

MARIBEL MORALES - COUNSELOR


MURRY NAZARIAN - PROGRAM ASSISTANT

OFFICE LOCATION: AD 109, PHONE NUMBER: 323-953-4000 Ext. 2210

For office hours please visit us at www.lacitycollege.edu/services/career

Spring 2008 Career & Job Development Center General Workshop Schedule*

For more information contact the Career Center at (323)953-4000 X2210
*NO NEED FOR SIGN-UPS, JUST SHOW UP

Date	Location	Time	Topic	Description
M -- 9/22 T -- 9/23	TBA	1-2:00 5-6:00	 When and How to Make a Career Decision	Focus will be placed on the timing and ways to go about making important Career decisions. ***Designed for students who have not previously made an appointment with the Career Center***
W -- 10/1	TBA	1-2:00	 Internships: Making the Best of Them (e7)	This one hour workshop will inform you about topics such as internship search, on-the-job conduct, how to connect internships to possible career opportunities, workforce skills employers are seeking, etc.
M -- 10/6 T -- 10/7	TBA	1-2:00 5-6:00	 What Career Color Are You?	This is a True Colors workshop that will enable you to learn more about the Career suggested to you based on your personality traits.
Th -- 10/16 T -- 10/21	TBA	1-2:00 5-6:00	 EUREKA as A Tool for Your Success!	Learn about the valuable computerized career program called EUREKA. Come learn how to use the program to make your career search more effective and successful.
Th -- 10/23 T -- 11/4	TBA	1-2:00 5-6:00	 An Introduction to Discover	Discover® is a computerized career assessment program that also provides research material for you to further investigate your recommended career areas.
M -- 11/3 T -- 11/18 Th -- 11/20	TBA	1-2:00 5-6:00 1-2:00	 Writing a Winning Resume	Learn how to develop a personal resume that will guarantee you an interview. Learn about what employers are looking for when they review your resume.
M -- 11/24 T -- 11/25	TBA	1-2:00 5-6:00	 Effective Interviewing Skills/Preparation	Do you know what to say and how to say it? Learn how to provide an impressive interview so as to increase the likelihood of you getting that job!
T -- 12/2 T -- 12/2	TBA	1-2:00 5-6:00	 Setting and Accomplishing Career Goals	Learn more about the steps you can begin to take in order to effectively map out your career goals today. Learn more about the S.M.A.R.T. way of goal development.
Th -- 12/4	TBA	1-2:00	 Matching your Personality Type to A Possible Career (Holland)	Discover what types of Careers would suit your personality type the best. This workshop utilizes Holland's career theory to assist you to find that special career!
T -- 12/9	TBA	1-2:00	 Time Management as a Career Virtue	Have you had trouble managing time in the past? Learn how to effectively use time in your favor

SCHOOL PSYCHOLOGY: WHAT IS IT ALL ABOUT?

Is school psychology the career for you?

What is school psychology?

School psychologists help children and youth succeed academically, socially, and emotionally. They collaborate with educators, parents, and other professionals to create safe, healthy, and supportive learning environments for all students that strengthen connections between home and school.

How much schooling does it require?

School psychologists are highly trained in both psychology and education. They must complete a minimum of a Specialist-level degree program (60 graduate semester credits) that includes a 1200-hour internship and emphasizes preparation in the following: data-based decision making, consultation and collaboration, effective instruction, child development, student diversity and development, school organization, prevention, intervention, mental health, learning styles, behavior, research, and program evaluation.

School psychologists must be certified and/or licensed by the state in which they work. They also may be nationally certified by the National School Psychology Certification Board (NSPCB).

Where School Psychologists Work?

The majority of school psychologists work in schools. However, they can practice in a variety of settings including: Public and private school systems, School-based health centers, Clinics and hospitals, Private practice, Universities, Community and state agencies, and other institutions. What is the cost of attendance for Graduate school?

Tuition varies from Public to Private graduate Programs; these are some examples of the tuition for the University of California (UC), California State (CSU), and a private school.

Applicable school year for tuition and fees: 2007-2008 Public Sector—Cost of Attendance for graduate degrees: University of California (UC) Annual tuition: \$8,285 , California State University (CSU) Annual tuition: \$3,974, Private Institution Pepperdine University Annual tuition: \$30,784.

For more information visit the program that you are interested in directly on their website.

