ALUMNI WEBINAR

TEN (PLUS) JOB SEARCH TOOLS TO HELP YOU LAND YOUR NEXT JOB

PAMELA WEINBERG
CAREER COACH & PERSONAL BRANDING STRATEGIST
WWW.PAMELAWEINBERG.COM
Beginning your Job Search

Company and Job Research:
www.glassdoor.com
www.vault.com
www.linkedin.com
Assessing Your Skills and Interests

- **Review Skills and Interests**
  - What do you like?
  - What are you good at?
- **Use assessment tools/resources**
  - [www.typefocus.com](http://www.typefocus.com)
  - [www.careerplanner.com](http://www.careerplanner.com)
  - [www.testingroom.com](http://www.testingroom.com)
- **Assemble a personal board of directors**
  - Close friend, family member, former boss, colleague, peer
Acquiring New Skills

- On-line classes: [www.skillshare.com](http://www.skillshare.com) and [www.udemy.com](http://www.udemy.com)
- Community colleges/continuing education (non-credit) classes at universities
- On-line tutorials (Microsoft Office)
- Blogging ([www.mediabistro.com](http://www.mediabistro.com))
- Social Media ([www.mashable.com](http://www.mashable.com))
Keeping up with your Industry

- Industry Bloggers: www.technorati.com
- Professional Associations: http://www.job-hunt.org/associations.shtml
- Google Alerts
Build your resume through Smart Volunteering:
• Schools, churches, non-profit organizations
• www.idealist.org
• www.bostoncares.org
• www.catchafire.org
• www.volunteermatch.org
• Volunteer to get the job you want!
Social Media for Job Search
LinkedIn

• Craft a stand out public profile
  Appropriate photo
  Professional summary
  Keywords in skills section
  Recommendations
• Connect with former bosses; colleagues; peers
• Follow companies
• Utilize “Search” feature for jobs and connections
• Join groups
Facebook

- Update status
- Link to blogs, websites
- Join company fan pages
- Mind privacy settings
- www.inthedoor.com
- www.branchout.com
Twitter

• **Follow** companies/people with whom you would like to do business (www.listorious.com)
• **Follow** leaders in your field and re-tweet their posts
• **Share** Twitter updates on Facebook, LinkedIn and blogs
• **Send** direct messages to develop relationships and network
• **Search** for jobs: www.twitjobsearch.com
Where the Jobs are: Part-Time

Part-time/Flex time Jobs:
- www.flexjobs.com
- www.momcorps.com
- www.tentiltwo.com
- www.flexprofessionalsllc.com

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Where the Jobs are: With Meaning

Careers with Meaning:
- www.ensemble.org
- www.idealist.org
- www.philanthropy.com

Jobs in Education:
- www.chronicle.com
- www.higheredjobs.com
Where the Jobs are: Full-Time

- [www.indeed.com](http://www.indeed.com) (set alerts)
- [linkedin.com/jobs](http://linkedin.com/jobs)
- [www.glassdoor.com](http://www.glassdoor.com)
- Professional association websites
- Networking
- Returnships
Try out a New Career

• www.pivotplanet.com
• www.taprootfoundation.org

• Job shadowing
• Internships
And Just a Few More Resources...

- Vistaprint.com (free or low cost business cards)
- What Color is Your Parachute: Advice for Job Hunters and Career Changers by Richard Bolles
- Me 2.0 by Dan Schawbel
- Do What You Are by Paul Tieger
- Career Anchors: Self-Assessment by Edgar Schein
- Encore Career Handbook by Marci Alboher
Next Steps:

- Join us for upcoming career webinars:
  - Register at [bc.edu/alumnied](http://bc.edu/alumnied).
    - Thursday, February 27th: Twitter 101: What the Tweet is going on?
    - Tuesday, March 25th: Landing Your Next Job with LinkedIn
- Go to the BC Career Center alumni website:
  - [bc.edu/careers/alumni](http://bc.edu/careers/alumni).
- Join the following social media groups:
  - Facebook: Boston College Alumni
    - [facebook.com/bostoncollegealumni](http://facebook.com/bostoncollegealumni)
  - Twitter: BCAlumni
    - [twitter.com/BCAlumni](http://twitter.com/BCAlumni)
  - LinkedIn: Boston College Alumni Group
Contact Me:

Any Questions or Comments:
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