



## Services to Students-Parents

**Career Development and Planning:** The Career Education Center staff will assist your student in developing career goals through skills development (resume writing, interviewing), gaining experience, and connecting with employers.

**Career Education:** A variety of workshops, presentations and networking events with alumni and employers are held each year to provide career awareness and education to students. Some of the workshops include: Researching Potential Employers, How to Write a Resume, Interviewing skills, practice interviews and information sessions.

**On-campus job postings** are announced and disseminated through TitanCareerLink. In the fall, the CEC will team up with the Financial Aid office to connect students seeking jobs to on-campus department representatives.

**Career and Co-op/Internship Opportunities:** Each year, hundreds of career and co-op/intern opportunities for UDM students, graduate students and alumni are posted TitanCareerLink. Several major events are held each year, with additional panels and presentation opportunities throughout the academic year.

Career Education Center partners with other academic colleges and departments to provide the best assistance for your son or daughter and to ensure equitable accessibility and posting of opportunities.

**Career Fairs and Major Events:** Each year, Career Education Center holds three career fairs (UDM Fall Recruitment Day, Architecture Career Information Day and Nursing Information Session.), and participates in Michigan Collegiate Job Fair (Fall and Spring) and MCVJF and Jesuit Virtual Job Fair. In addition, from 10-15 major career events are held each year, including workshops on Researching Potential Employers and Dining for Success, an Etiquette Dinner.

**What is TitanCareerLink and how is it used?** TitanCareerLink, the on-line recruitment system for UDM students and alumni, is a web-based recruitment resource linking students with on-campus departments and off-campus employers seeking full-time, part-time and co-op/intern candidates. Information included on the student's TitanCareerLink profile is used only by Career Staff to inform students by personal email of appropriate career events. Resumes and other employment documents can be posted on TitanCareerLink for online applications to employers.

A special parent username and password has been set up to enable you to browse TitanCareerLink, the username is **UDMPARENT** and the Password is **UDMPARENT**.

### Meet with a Career Advisor

**How do I know what I am good at? How can I do a successful job or internship search? How do I have my resume reviewed?** Career Advisors are happy to answer any questions you may have concerning career issues. For example, they can assist you in the self assessment process so that you can make a knowledgeable decision regarding what major to choose. They will help you use occupational information, websites, and TitanCareerLink.



**BY APPOINTMENT:** Career advising/counseling and Career Assessment appointments are available to all UDM current students from first year through graduation, as well as recent alumni (those within one year of graduation date.) Appointments may be scheduled to discuss resume reviews, and career questions.

Visit TitanCareerLink at [www.udmercy.edu/cecc](http://www.udmercy.edu/cecc) for the current Staff Directory. Career Advisor/Co-op Coordinator are assigned by majors.