For March 25th weekly Email and updated Website Content

Dear Aggies,

We know this is a time of uncertainty for students, especially those graduating. Career Services has designed a suite of virtual career-related resources. Please access these tools AND your career coach to help you achieve your career goals. Your Aggie family is here for you!

Watch your email inbox for a Wednesday message from your Career Coach via AGGIE Handshake. At the bottom of this page, find a list of previous week’s content to access anytime.

VIRTUAL CAREER COACHING APPOINTMENTS
Schedule a video/phone appointment with your career coach via AGGIE Handshake.
• If you need support with Aggie Handshake, contact our office at 435-797-7777. The front desk is still open Monday-Friday 8am-5pm

VIRTUAL DROP-INS
Schedule a Drop Off Resume/Cover Letter Review appointment via AGGIE Handshake.
• Share your resume/cover letter via Google Docs or Microsoft Office 365 (both are available/free for students) and then select a time. This is when you can expect your document to be reviewed. Our career peers will send you a message to notify you that your document is ready.

RESOURCES & TOOLS
Because of COVID-19, companies are recruiting remotely. Keep watching for job/internship opportunities in AGGIE Handshake.

AGGIE Handshake
• Update Your Profile- Employers are using Handshake more than ever. To successfully network with employers, create a strong profile and upload your resume. The first impression matters.
• Job & Internship Search- Handshake is the best place for your specific major and interests.
• Attend Virtual Events - To the greatest extent possible, we are shifting all employer events online. Simply follow this link to view the events in Handshake and search for events marked as virtual session event type.

Interview Prep
• Using social distancing, we have an interview room prepared for your use if you do not have the technology to conduct a virtual interview at home. Please call Career Services at 435-797-7777 to check availability.
• Schedule an interview prep appointment with your Career Coach to practice questions and discuss strategies.

Canvas Course - Career Tutorials
• Access this FREE career development course to review content specific to your current needs. Once you self-enroll in the course, you can view various modules/videos from Career Exploration, Resume Writing, to Salary Negotiation.

**Career Exploration**

• Utilize Focus2, an online, self-paced career guidance tool to help you select the right major, clarify your career goals, and provide you with valuable occupational information.

**Social Media**

• In this time of social distancing, now is the time to establish connections to enhance your career. Follow Career Services on Facebook and Instagram for timely career tips. (include our handles)

**NETWORK WITH HIRING MANAGERS & ALUMNI**

Just because we are all practicing social distancing does not mean you cannot network with people in your industry. Networking will just look a little different; you can have a virtual chat or conversation over the phone. It can be done! Think about how happy a ‘newly remote worker’ would be to receive a thoughtful email requesting a quick phone conversation – make new connections and revive old ones. Network with recruiters/hiring managers and alumni through various online tools.

- [AGGIE Handshake](#)
- [LinkedIn.com](#)
- [CareerShift](#)

**CAREER DEVELOPMENT**

In the middle of all the chaos, fear and uncertainty, it is normal to wonder if you should put your job search on hold or keep looking. Use this time to continue to develop yourself.

- Update your LinkedIn account – check out the module in the canvas course
- Develop new skills – you are becoming a better online student each day-take an online course to learn something that adds to your skill set
- Coaches favorite books and Ted Talks
  - Books
    - [Designing Your Life: How to Build a Well-Lived Joyful Life](#) by Bill Burnett and Dave Evans
    - [Designing Your Work Life](#) by Bill Burnett and Dave Evans – alumni focused
    - [Getting from College to Career](#) by Lindsey Pollak
    - [How to Be Everything](#) by Emilie Wapniak
    - [The 2 Hour Job Search](#) by Steve Dalton
  - TedTalks
    - [Amy Cuddy Power Pose](#)
    - [Diana Nyad Never, Ever Give Up](#)
    - [Angela Duckworth Grit: The Power of Passion and Perseverance](#)
    - [Shawn Anchor The Happy Secret to Better Work](#)
We’ve Got Your Back – Weekly Messaging & Updates
Career Services is committed to the well-being of our entire community. Stay informed about how our campus is responding with online resources to support your journey.

USU COVID-19 Updates: https://dps.usu.edu/emergency/COVID-19/

Mental Health Services during COVID-19: https://dps.usu.edu/emergency/covid-19/mental-wellness

Emergency Hardship Resources from the USU President's Office: https://studentaffairs.usu.edu/scholarships/emergencyhardship

- Take a look at the job posting below - these jobs are available for current USU hourly employees whose hours are being reduced or eliminated due to the COVID-19 pandemic.

March 19th—How to make virtual appointments, drop ins, and testing closures

March 11th –Making virtual appointments

**Internal notes for graphic design team:**
We will have a Virtual Career Support tab on our website in place of our banner message right now.

We have an intro and then several headings in bigger font and different color. We envision photos throughout the page.

Each section has a title and short description. It will have an expandable option where students can click on the arrow and expand for more content.

Each Wednesday afternoon our office will send a message to students with updates and detailed content. At our weekly Wednesday meeting, we can review content.

Next message going out on March 26th: Virtual Career Support

*(Edit for our website) On the focus 2 page, change step 3 to making a career/major exploration appointments*