

April 10, 2020

Hi Everyone,

Greetings from the Academic Success Center! I hope that you and your families are well and staying safe.

I am writing to provide some helpful career information and resources as we adjust to the impact of COVID-19. Many of you are on the front lines working in health care, retail, and public safety putting in long hours under challenging circumstances. Thank you for all you do! Some of you may have been laid off or furloughed and adjusting to unemployment. Some of you may be working from home while balancing family obligations.

As we all adjust to this new “world of work,” please know that we are here to help! Career services such as resume review, interview preparation, job search strategies, and career exploration are available. Appointments can be scheduled using Student Navigate for meetings via Zoom, phone, email, or chat/text. You can also reach me by email at mgaschnig@ccsnh.edu.

Listed below are career resources available 24/7 on the MCC NH website.

MCC Career, Recruitment, and Transfer Resource

<https://www.collegecentral.com/mccnh/>

Set up an account using your MCC student ID and unique password to access this comprehensive career resource. Resources include a user-friendly Resume Builder, Job Board with employers actively seeking MCC students, link to Indeed.com Job Board, over 100 Career Podcasts, and an extensive Career Library including short and informative articles.

Career Coach

<https://mccnh.emsicc.com/?radius=®ion=Manchester%20and%20Surrounding%20Area>

Career Coach connects your career interests with career pathways and academic and career opportunities. It features a Career Assessment, Career Pathways, and links to Indeed.com Job Board.

In addition, here are some helpful tips for using this time as an opportunity to continue investing in your career.

Stay flexible. Be open to new opportunities.

Be proactive, not reactive. Seek out new ideas and doing things differently.

Engage digitally. Create or update your profile on career platforms such as College Central Network, LinkedIn, etc. Over 80% of individuals on such platforms are messaged if their profiles are complete. Remember, how you show up online really matters!

Prepare. Update your resume or portfolio. Prepare for virtual interviews by video or phone.

Research. Use this time to explore businesses in your field of study. Check out their websites and get to know their mission, needs, culture, and opportunities.

Network. Attend virtual events and let everyone you know you are seeking career opportunities. Create a LinkedIn account to network with colleagues including the MCC LinkedIn Alumni Group.

Connect with recruiters. Staffing agencies are still recruiting.

Apply to employment and internship opportunities. Health care, groceries, shipping, and logistics continue to hire. Other industries are hiring, but new hires are working remotely.

Follow Up. Send an email or make a phone call after submitting an application. Write a thank you note or send an email message after an interview.

The following article, *How do you continue a job search during a pandemic? Here are 10 tips that may help*, appeared in *Thrive Global* and offers some useful information.

<https://thriveglobal.com/stories/how-do-you-continue-a-job-search-during-a-pandemic-here-are-10-tips-that-may-help/>

Be sure to check out the 3 minute resume and LinkedIn workshops embedded in the article!

Whatever your situation, please know that you are not alone. Stay positive, stay engaged, stay resilient! Please do not hesitate to contact me if I can provide any assistance.

Take care and stay well!

Sincerely,

Mary Ann Gaschnig
Career and Transfer Advisor