

Welcome to Career Services!

Career Services works with all GMC students and alumni. We help students and alumni define their career goals and take the steps necessary to achieve them. Career Services is committed to educating students and alumni in all aspects of the Career Development Process. For more details on how we work with students and alumni please visit “What Career Services Offers.”

Please explore our website, attend our programs and most importantly visit our office in Campbell Hall. We look forward to helping you.

Services we offer students and alumni:

- Individual appointments or workshops
- Help with Choosing a Major or Career
- Resume and cover letter assistance
- Finding internships and volunteer opportunities
- Job searching: both part and full-time
- Interviewing strategies: including conducting practice interviews
- Provide information on different jobs and careers
- And much more...

Web resources:

- **Career Services website:** www.gmc.edu/careerservices (this website contains lots of information on the entire career development process).
- **Job Search Website:** www.collegecentral.com/gmc (the Internet job posting system for all GMC students and alumni. Provides jobs, internships, volunteer opportunities and more).
- **Facebook:** www.facebook.com/careersgmc (posts information on GMC Career Services and also posts jobs and information on events and activities).
- **Blog:** <http://careerservicesgmc.blogspot.com/> (this page provides career information and tips).

Career Services Information:

Nick Schaefer, Director

Sarah Kohut, Associate Director

Rebecca Cordisco, Graduate Assistant

Hours: Mon.-Fri. 9-5 (Contact Office for additional hours)

Location: Campbell Hall

Phone: 215-646-7300, ext. 230 **Email:** careerservices@gmc.edu

Give us a call or email to setup an appointment.