



# Career Services

## NEWSLETTER

Volume #1 | Tuesday, February 1, 2022

### Welcome back, BHC Students!

A new semester is always exciting. Spring semester is especially exciting for Career Services. We have our annual career fair **on campus**, employer visits, a virtual fair, and a variety of workshops scheduled. Keep an eye out for announcements and updates. We hope to see you at several events throughout the semester.

Not sure what else Career Services has to offer? Keep reading!

Angela Striegel  
Coordinator of Career Planning and Placement  
(309) 796-5129  
[striegela@bhc.edu](mailto:striegela@bhc.edu)  
[www.bhc.edu/career-services](http://www.bhc.edu/career-services)

The services we provide (for free!) are as follows:

#### Career Exploration

- Not sure what you want to do? Take our career assessment.
- What does a job pay? Will there be jobs available in a specific field? Look into career information.

#### Career Preparation

- Get help building a résumé and cover letter.
- Practice your interview skills with a mock interview.

#### Career Readiness

- Post your résumé and search for jobs on [College Central](#).
- Attend a job fair and network with professionals.
- Participate in career workshops.

### Vision Board Workshop

**Monday, Jan 31**

**QC Campus: Building 1, Room 304**

Get crafty and join us to create your own personal vision board! All supplies provided.

### Black Hawk College Career Fair

**March 31<sup>st</sup>, 2022, 10 a.m. - 2 p.m.**

**QC Campus: Building 3, Gym**

Introduce yourself to dozens of employers in various fields! The Career Fair is free and open to the public. Attendees can view the list of participating employers after March 1<sup>st</sup>. Dress professionally and bring lots of résumés! For more information, call Career Services at 309-796-5626.

### Appointments & Walk Ins

Career Services encourages you to stop by our office, located in Building 1, Room 220 of the QC Campus, right between the bookstore and the library. We take both appointments and walk-ins, depending on what works with our schedules. We can also do Zoom or Teams appointments with students located at East campus!

To learn more about our services,  
view educational content, and  
keep up-to-date with events,  
follow us on social media!





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### Career Events Off Campus

The **QC College Career Fair**, to include students from five local colleges, is planned for Thursday, February 24th, 12:00 p.m.-3:00 p.m. The virtual event will include students and recent graduates of Augustana College, Black Hawk College, St. Ambrose University, Eastern Iowa Community Colleges, and Western Illinois University- Quad Cities. The QC College Career Fair will be using Handshake, an online platform. To register, please click [here](#). Click 'sign up here' in the right-hand corner and enter your Black Hawk College email to register!

Save the date! The **Quad Cities Mayors' Young Adult Job Fair** is scheduled for March 2<sup>nd</sup>, 12 p.m.-5p.m. at the TaxSlayer Center. This event is for young adults ages 16-24. Stay tuned for more details!

### Free Resources

#### Career Coach

Have you visited [Career Coach](#)? Career Coach connects you to academic programs at Black Hawk College and provides the information you need to help in your career decision process. Visit [bhc.emsicc.com](http://bhc.emsicc.com) to take the career assessment, build a résumé, explore careers, and explore BHC programs!

#### College Central

If you haven't already, check out our online job board, [College Central](#)! You can upload your résumé, search for jobs or internships, build an online

career portfolio, and have access to career advice, articles, and podcasts.

#### Big Interview

Need help with interviewing skills? Visit [Big Interview](#)! **Learn** how to answer tough interview questions effectively. **Practice** answering those interview questions by recording your answers using the webcam practice tool. **Analyze** your progress by requesting feedback from professionals in Career Services using the built-in feedback tool. Sign up today using the organization code **0542**!

#### Looking for a Work-Study Job?

Go to [www.bhc.edu/employment](http://www.bhc.edu/employment), click on Job Opportunities. Type "Work Study" in the search bar to view the current openings. Click the "Apply" button for any job you are interested in. Create an account to apply if you don't already have one. For assistance with your résumé, contact the BHC Career Services Center at 309-796-5626!

Supervisors will review applications for current and/or future work study needs. If your skills match their needs, they will contact you for an interview. Not all students are eligible or will be hired for work study.

#### Career Advice Corner

[U.S. News Best Jobs of 2022](#)

[3 Life-Changing Books](#)

[45 Pieces of Career Advice](#)

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