

Tips of the Week *from* THE HUB

WEEK OF MAY 1: THE LAST DAY OF CLASSES!

**GOOD LUCK ON FINALS! I HOPE YOU ENJOY YOUR
SUMMER!** 🌻 🌸 🌻 🌻 🌸

-Liz K

WEEK OF APRIL 24: MANAGE YOUR TIME LIKE A PRO!

There is A LOT to do this week as you wrap up your classes and prepare for final exams. Try to remember that you have power over your time. A few tips for you:

- Look at the calendar for the next 10-14 days. Add classes, student orgs, and anything else that requires physical attendance. Now identify unstructured time and plan how you will use each block in 20 minute increments.
- Put your phone in airplane mode during times you want to be productive.
- Build in 15-20 minute breaks every 90-120 minutes. Stick to that time by setting an alarm on your watch!
- Consider using break time to change locations between study blocks. This helps your brain and body reset and prepare for the next thing on your to-do list.
- Mix up group study time and individual study time for maximum productivity.
- Get enough sleep! Research shows that this is incredibly important for efficiency and clarity during working hours.
- Try your hardest to stay on a schedule and prioritize your tasks. You can do this!!

Looking ahead to your summer plans...?

We need your help! Please participate in the **Career Exploration Internship Roundup!**

Hey Mac – are you interning this summer? As a way to celebrate you and create potential connections with other Mac community members, we invite you to fill out our

Career Exploration Internship Roundup form! With your help, we hope to not only get a scope of where and how far our community reaches, but get helpful information on various career communities, needed skills, and more. Thank you for supporting Career Exploration and we look forward to hearing about your summer experience!

WEEK OF APRIL 17: HANG IN THERE!

You may be feeling stressed about all there is to do in the next 3 weeks to wrap up your classes, not to mention all the factors that may be affecting your mental health outside of classes. Please remember that we are here to support you along the way, and we believe in you! You are not alone on this undergraduate journey.

Need help with summer planning? Check out the new opportunities below, and please reach out to Career Exploration if you need some additional ideas.

[Minnesota Alliance with Youth: Student Success Coach](#) (An option for graduating seniors still looking for something after Mac) (deadline: June 1)

[Fusion Hill: Strategy Fellow](#) (deadline: April 28)

[Health Advocates/Frogtown Green: Environmental Education Coordinator](#) (deadline: April 30)

[Neuroscience Department at University of Minnesota Medical School: Researcher](#) (deadline: May 31)

Internships:

[Propel Nonprofits: Salesforce Intern](#) (deadline: April 30)

[Allianz Life: Summer Internships](#) (deadline: May 1)

[MN Children's Museum: PAID summer internships](#) (deadline: May 7)

WEEKS OF APRIL 3 and APRIL 10: THE MELT IS HAPPENING!

We had mixed feelings about this past weekend's snowstorm, but however you felt, [check out the forecast for the next 10 days](#) (spoiler—it will melt!).

Stress levels are high around campus. I encourage you to check in with your professors often, reach out to supporters at the [Hamre Center](#), including [same-day counseling appointments](#).

If you are thinking about employment and professional development, check out these featured events, happening soon!

[Tree Trust Info Table](#): 4/4, 11-1, Campus Center

[Salesforce Info Session With Macalester Alum](#): 4/4, 12-12:45 on zoom

[Dev10 Info Table](#): 4/6, 11-1 in the Hub!

[Minnesota Alliance With Youth Info Table](#): 4/13, 11-1, Campus Center

Liz K is out of town for a week, but I'll see you when I get back! Enjoy the spring weather!

WEEK OF MARCH 27th: ONE MORE SPECIAL FOR MAC OPPORTUNITY, and more!

We have just posted a late-breaking [Special for Mac research opportunity at WashU](#)! Check it out and apply if you're interested. (Don't forget to get your resumes & cover letters reviewed at drop in hours, 4-6 or by sending to resume-review@macalester.edu).

Additional opportunities are listed below!

Events:

[Minnesota Educator job fair](#) (March 30th at UMTTC!)

[Disability:IN Minnesota INclusive Career Fair](#) (Virtual) Friday, 4/28 1:00-4:00 PM

Featured Jobs & Internships:

[Nonprofit Research Intern @ MN Council of Nonprofits](#) (deadline: March 31)

[Raymond James summer 2023 internships](#) - various application deadlines

Opportunities in finance, banking, tech, & data!

[Lab Assistant \(Pathology - AAU Molecular & Cellular Medicine\)](#) (deadline: April 11)

[Lab Technician - AAU Molecular & Cellular Medicine](#) (deadline: April 11)

WEEK OF MARCH 20th: WELCOME BACK!

The first week back includes many opportunities to think about your goals, including this workshop (Wednesday 3/22) for students interested in biomedical careers!

Also...

- a table to engage with EPPA Medical Scribes in the Hub
- Datafest!!
- a virtual info session with Medtronic (MONDAY!)
- several job/internship fairs happening soon!

There are lots of new job and internship postings in Handshake this week. Take a look and stop into the Hub if you need help!

WEEK OF MARCH 13th: HAPPY SPRING BREAK!

YOU MADE IT. 😊 THIS WEEK'S TIP: FIND WAYS TO RELAX AND RECHARGE.

SEE YOU NEXT WEEK!



WEEK OF MARCH 6: SPRING INTO BREAK!

It is a busy time of the semester as you grapple with midterms, presentations, and summer/post-grad planning. In addition to today's deadline for Mac funded opportunities, there are lots of additional deadlines approaching! Need support with your application materials?

Here are some ideas:

- Drop in hours with Sydney in the Hub (Tuesday 4-6pm)
- Drop in hours with Career Fellows in Kagin (M-Th, 4-6pm)
- Send your resume to resume-review@macalester.edu. It will be reviewed and you will receive constructive feedback within a couple of days

Ideas for your spring break if you have some extra time:

- **Work on your LinkedIn page!** [See this resource](#) for some ideas on how to improve your profile.
- **Reach out to 3 alumni** currently working in your field of interest. Use a gmail you find in [MacDirect](#) or the Alumni tab on Macalester's LinkedIn page. Ask them if they would be willing to have a 20 minute zoom call with you to talk about their current role and how they got to this point.
 - See [this Quickstart Guide on Informational Interviewing](#) for some conversation starters
- **Reach out to employees at 3 different organizations of interest** to find out more about the work they do. Use these [lists of local orgs](#), organized by field of interest. Are there ways you could plug in?
- Look on Handshake to find job postings with deadlines before April 1st. Apply to several of those opportunities!
-  **Relax and recharge!** 

WEEK OF FEBRUARY 27th: ONE WEEK UNTIL 3/6 DEADLINE FOR MAC FUNDED OPPORTUNITIES!

Monday, March 6th is the date to turn in Mac Research & MSIG applications! Liz K will be in the Hub Conference Room (when not in scheduled meetings) on Tuesday 2/28, Wednesday 3/1, and Thursday, 3/2. Stop in if you need support with your applications!

Check out these events on campus this week:

- **Northwestern Mutual Info Session**, 2/28/23, 12-12:45 pm, Davis Court, Markim Hall, [Register in Handshake](#)
- **Northwestern Mutual Info Table**, 3/1/23, 11 am-1 pm, Campus Center Atrium
- **St. Joseph Worker Program Info Session (Food provided)**, 3/2/23, 12-12:45 pm, Harmon Room, Library, [Register in Handshake](#)
- **EXPLO Virtual Info Session**, 3/2/23, 5-5:45 pm, Virtual, [Register in Handshake](#)
- **Conservation Corps of MN & Iowa Info Table**, 3/2/23, 11 am-1 pm, Campus Center Atrium

WEEK OF FEBRUARY 20th: MPCC JOB & INTERNSHIP FAIR IS THIS WEDNESDAY!

UPDATE 2/21 2pm: THIS EVENT IS CANCELED 😞

Looking for a summer opportunity? The MPCC Job & Internship Fair is happening on Wednesday in Minneapolis at the Convention Center.

[Register here](#) (there is a shuttle from Mac)!

Unsure how to approach an event like this? Attend [this virtual session at noon today](#) to learn more about what to expect and how to prepare.

Check out these events on campus this week:

- **Office Hours for research, MSIG, and MacNest applications** with Career Exploration Staff (Tuesday 2/21, 11:30-1:30, 250 Library)
- Attend the **Fast Enterprises Info Session** on Tuesday, February 21 at 5 pm with Mac Alum Ava Cutler '21 to learn more (descriptions below)!
 - [Implementation Intern at Fast Enterprises, LLC](#) (deadline: April 23)
 - [Implementation Consultant at Fast Enterprises, LLC](#) (deadline: May 1)
- **Breakthrough Minneapolis at Blake Info Session (Food provided)**, 2/21, 11-1, Campus Center, [Register in Handshake](#)
- **Peace Corps Info Session**, 2/21/23, 12-12:45 pm, Arts Commons A102, [Register in Handshake](#)
- **Apogee Adventures Info Session**, 2/23/23, 12-12:45, Olin Rice 270, [Register in Handshake](#) THIS EVENT HAS BEEN MOVED TO VIRTUAL SETTING!
- **Northwestern Mutual Info Session**, 2/28/23, 12-12:45 pm, Davis Court, Markim Hall, [Register in Handshake](#)

Upcoming deadlines!

- **Urban Scholars Program, paid summer 2023 internships**: 12 week program that provides leadership and professional development training. (deadline: February 23)

- [Brookings Institution - Summer 2023 Internships](#) are now open! (deadline: February 26)
- **Ecolab:** [Marketing Internship](#), [Finance & Accounting Internship](#), [Associate Finance Analyst](#), (Deadline: February 24)

WEEK OF FEBRUARY 13th: ♥ LOVE AND SUPPORT ♥

Feeling stressed and/or overwhelmed this week? You are not alone; others are feeling the same way. What helps you deal with stress? Don't forget to schedule those activities into your week, even if just for 15-30 minutes at a time...

Some ideas for stress relief:



Come to the Hub on Tuesday between 12 and 5 to make a valentine! We will have treats and supplies available!



- Create something crafty in the Idea Lab (2nd floor of the library)
- Invite some classmates to study together in Smail Gallery or somewhere else on campus
- Bake cookies for your friends/roommates
- Walk to the river and hang out in nature for awhile (or go sledding, make a snowperson, play snow soccer, etc.)
- Talk to a trusted friend about what is going on with you
- If you aren't comfortable talking to supporters in your personal life just yet, check out the Hamre Center's [Same Day Counseling](#) resource.

Looking for support on your summer research application materials? Here are some places to find it:

- Drop in hours with Sydney in the Hub (Tuesday 4-6pm)
- Drop in hours with other Career Fellows in Kagin (every weekday, 4-6pm)
- [Office Hours for research](#), MSIG, and MacNest applications with Career Exploration Staff (Tuesday 2/21, 11:30-1:30, 250 Library)

- Send your resume to resume-review@macalester.edu. It will be reviewed and you will receive constructive feedback within a couple of days
- Make an appointment with Liz K or Marcos through Handshake
- Watch for more drop-in office hours in the Hub in a couple weeks!

Also coming up—register below!

Finding An Internship Workshop Feb 14, 2023 • 12:00pm - 1:00pm CST

Job Fair Prep Workshop Feb 20, 2023 • 12:00pm - 12:45pm CST

MN Private Colleges Job and Internship Fair Feb 22, 2023 • 9:00am - 2:00pm CST

Mac2Med Feb 25, 2023 • 8:30am - 1:30pm CST

WEEK of FEBRUARY 6th: LEARN FROM MAC ALUMNI

One of the best ways to think about next steps in your journey is by listening to the stories of others who share your interests.

Mac provides lots of opportunities to hear stories of our alumni, and there are two opportunities coming up soon!

1. ***Richmond Sarpong Lecture*** (Tuesday 2/7, 7pm) Find out more and register [here](#).
2. ***Mac2Med*** (Saturday 2/25) Over 20 alumni currently working in health professions will be here to spend the day with curious undergraduates. [Register here!!](#)



Interested in applying to one of the following opportunities? There will be open office hours on **Tuesday, 10-11AM in the Olin Rice Hub**. **Stop by to get your questions answered!**

- ☐ **Olin Rice Research Opportunities are posted [HERE](#).**
- ☐ **Special for Mac Opportunities are posted [HERE](#).**
- ☐ **Considering an unpaid internship? [MSIG \(Macalester Summer Internship Grant\) applications are now open, too!](#)**

- ☐ [MacNest/MacNest Climate Justice/Live it Fund/ applications](#) are now open.
- ☐ Also check out [reufinder.com](#) for additional research opportunities. Sort based on year in school, opportunities for international students, etc.

And....check out these [internship opportunities from Ecolab](#), deadlines are 2/24!: [Marketing Internship](#), [Finance & Accounting Internship](#), [Associate Finance Analyst](#)

WEEK of JANUARY 30th: MACALESTER FUNDED SUMMER OPPORTUNITIES AND MORE!

 **It's Wake up Wednesday in the Hub this week!** 
Stop by to get some coffee or tea as you get ready for your day of classes!

**CHECK OUT THE OLIN RICE HUB'S CURRENT LIST OF PAID SUMMER
RESEARCH POSITIONS [HERE](#).**

- ☐ Considering an unpaid internship? [MSIG \(Macalester Summer Internship Grant\) applications are now open, too!](#)
- ☐ [MacNest/MacNest Climate Justice/Live it Fund/ applications](#) will open this week, on February 1st
- ☐ Also check out [reufinder.com](#) for additional research opportunities. Sort based on year in school, opportunities for international students, etc.

**Interesting info sessions on campus this week (all majors
welcome, and FOOD provided!):**

[AJ Gallagher Info Session \(Food provided\)](#), 1/31/23, 12-12:45 pm, Carnegie Hall 107, [Internship posting](#)

[College Possible Info Session \(Food provided\)](#), 2/2/23, 12-12:45 pm, Harmon Room, Library, [Americorps College Access & Success Coach positions](#)

**Looking for a summer job or internship? Try mixing up your
approach to maximize your results!**

1. Set up your Handshake filters (or Indeed, etc.) and look for posted positions
2. Look at where [Macalester students with your major or area of interest have interned in the past](#). Look at those orgs directly to see if there are any postings on their website.
3. Outreach, outreach, outreach!
 - ☐ Are there Mac alumni working at one of your spaces of interest? Check LinkedIn (Macalester page, Alumni tab) or [MacDirect](#) to find out. Reach out to ask for an informational interview!
 - ☐ Reach out to an employee at an [organization of interest](#). Let them know you are invested in their mission and you would love to find out more about their work and plug in, if possible.
 - ☐ Check our [list of QuickStart Guides](#) along the way to be sure you are fully prepared for the process.

WEEK of JANUARY 22nd: WELCOME TO SPRING SEMESTER!!

Welcome back, everyone! I hope you are feeling positive about your first days of classes!

The main news from the Hub this week is that...

RESEARCH APPLICATIONS ARE NOW POSTED IN HANDSHAKE!!

Olin Rice Research opportunities are now posted (and several still pending). If you are interested in applying, be sure to talk to the professor leading the research to let them know you're planning to apply!

Special for Mac opportunities, including off-campus research and fellowships are also listed in Handshake (more will be added over time)

MSIG applications are now open on the website, too!

MacNest applications will open on February 1st

If you are interested in learning more about Macalester funded summer opportunities and did not attend one of our fall info sessions, there is one coming up next week! [Register in Handshake.](#)

Also keep an eye out for additional research opportunities, upcoming info sessions, and internship postings! I am here to support you as you plan for summer!

WEEKS of DECEMBER 5th and FINALS: CHECKLIST FOR WINTER BREAK

This is the final edition of Tips of the Week for the fall semester. [Good luck on your final projects, papers, and exams these next weeks!](#)

Please see below for some items to consider adding to your checklist over winter break:

- ☐ Have your resume reviewed by a Career Fellow by sending it to this email address: resume-review@macalester.edu
- ☐ Create a list of action items you can accomplish to prepare for summer 2023.
- ☐ Reach out to a few alumni for informational interviews. You can find them on [MacDirect](#). Need some ideas regarding how to have these conversations? Check out our [Quickstart Guide](#) on this topic.
- ☐ Work on your LinkedIn and Handshake profiles. [See this resource for some tips on LinkedIn.](#)
- ☐ Interested in summer research? Look at some [REU opportunities](#) and organize your application materials. Many of them have essay requirements, which take time to write and edit.
- ☐ Check out the [HireMac postings in Handshake!](#) There are lots of interesting opportunities for Macalester students rolling in every

week. Also, pre-health folks should check out this internship with the [Minneapolis Heart Institute!](#) Deadline is Jan. 4!

☐ Need to write a cover letter? Look at [this resource](#) to get started.

Try to enjoy the shift in routine this next month, whatever that means for you. Career Exploration/Hub staff will be around, so please reach out if you need support during the break!

WEEK of NOVEMBER 28th: THE COUNTDOWN BEGINS!

Only 2 weeks left of classes, and then finals! You may feel overwhelmed with all there is to do before the end of the semester and we are here to help you!

- Check in with your professors if you need additional coaching on papers, projects, & exam study.
- Look at your time in a strategic way—how can you use your minutes to get everything done before break?
- Try not to be intimidated by chilly weather. Put on a hat and gloves and get outside for a walk. Did you know it only takes 20 minutes to walk to the river?
- There will be lots of opportunities to take study breaks (read: hot cocoa) at different offices around campus (including the Hub). Check the MacDaily and keep an eye out for flyers as you walk around campus.

Interested in research next summer? Check out 1 of 2 info sessions offered this week ([11/30](#) and [12/1](#)). Learn where to look for opportunities and how to apply to Mac-funded research!

WEEK of NOVEMBER 21st: A WELL-DESERVED BREAK!

You may decide to use this break from classes to rest, finish up grad school applications, catch up on homework, spend time with loved ones, and

more. When you return next week, you will have 2 weeks left of classes and then final exams. Fall semester is winding down!

If you have spare time, check out [this week's curated list of job, internship, and research opportunities!](#) I hope your break is restorative in all possible ways.

WEEK of NOVEMBER 14th: WHAT IS HireMac?!?

The Hub and Career Exploration often receive job, internship, and research opportunities for current students and recent grads from trusted colleagues, faculty connections, alumni, and community members. When opportunities come to us this way, *we post them in Handshake with the label: [HireMac](#).*

A few examples of these postings are below, along with the full list of opportunities as of Friday 11/11. These will continue to roll in over the course of the year, so continue to check Handshake for this key word!

- [HireMac: Chemistry R&D Program @ AstraZeneca \(Waltham, MA\)](#)
- [HireMac: Cancer Summer Research \(C-STEPS Program\) @ University of New Mexico \(Albuquerque, NM\)](#)
- [HireMac: HBCD Program Assistant @ MN Center for Twin & Family Research \(Minneapolis, MN\)](#)
- [All HireMac Postings as of 11/11](#)

WEEK of NOVEMBER 7th: VOTE ON TUESDAY AND A LUNAR ECLIPSE! LOTS HAPPENING THIS WEEK!

If you are eligible to vote and are voting in Minnesota on Tuesday, [check out this list of polling places](#). Not sure about candidates? [Do some research here.](#)

Did you hear there is a lunar eclipse this week? [More information here](#)—don't miss it!

See below for the upcoming events and panels this week. There are lots of ways to learn about different careers and opportunities at Macalester! Do any of these stand out to you?

- **Find out about Macalester-Funded Summer Experiences (MSIG, MacNest, MacNest Climate Justice, Olin Rice Research Opportunities, Special for Mac Research) at one of the following info sessions:**
 - [Monday, 11/7, 4:45-5:45 \(virtual\)](#)
 - [Friday 11/11 12-1pm in Olin Rice 250 \(lunch included\)](#)
- **Additional Workshops & Info Sessions (register in handshake, links below):**
 - **Tuesday, November 8th**
[Conservation Corps of Minnesota & Iowa Info Table](#)
11:00 am - 1:00 pm, Atrium - Ruth Stricker Dayton Campus Center
 - **Tuesday, November 8th**
[Fast Enterprises Info Session](#)
12:00 pm - 12:45 pm, Harmon Room - DeWitt Wallace Library
 - **Tuesday, November 8th**
[Finding An Internship Workshop](#)
4:00 pm - 5:00 pm, 204 - Ruth Stricker Dayton Campus Center
 - **Wednesday, November 9th**
[Lifeworks Info Table](#)
11:00 am - 1:00 pm, Atrium - Ruth Stricker Dayton Campus Center
 - **Thursday, November 10th**
[Discovery Club Info Table](#)
11:00 am - 1:00 pm, Atrium - Ruth Stricker Dayton Campus Center
 - **Thursday, November 10th**

HPSC Alumni Panel

4:45-6:15pm, Olin Rice Room 250 (dinner provided!)

WEEK of OCTOBER 31: ALUMNI PANELS **and....SUMMER ?!?**

November is here and that means it's time to think about...SUMMER!



We have some upcoming opportunities for you to find out more about your options, by simply listening in! See below:

- **Alumni Panels featuring Healthcare students and professionals!**
 - Interested in physical therapy, physician's assistant, or public health? [Attend this virtual panel](#) on Thursday evening to hear from current graduate students in those fields!
 - Interested in a broader set of healthcare fields? Come to the [HPSC-sponsored alumni panel on 11/10](#) to hear from several professionals in healthcare fields.
- **Securian Financial** is tabling in the Hub THIS THURSDAY 11/3 from 11am-1pm! Stop by to find out more about all the positions for which they are recruiting!
- **Find out about Macalester-Funded Summer Experiences (MSIG, MacNest, MacNest Climate Justice, Olin Rice Research Opportunities, Special for Mac Research) at one of the following info sessions:**
 - [Monday, 11/7, 4:45-5:45 \(virtual\)](#)
 - [Friday 11/11 12-1pm in Olin Rice 250 \(lunch included\)](#)

We are here for you as you explore your options, consider which are the best fit, and develop next steps to find meaningful experiences. Reach out to Liz K or other career advisors if you have questions!

ekarlen@macalester.edu

WEEK of OCTOBER 24: FALL FUN AND SO MANY INFO SESSIONS!

As you return from break and look at all that is required of you in the upcoming weeks, don't forget to look for organized fun and organized learning opportunities! Check out all these chances to plug in:

- **Organized fun:** Tuesday, 10/25 in the Olin Rice Hub
Decorate a pumpkin and have some spooky snacks between 1-6pm!
Attend [Fall into Fall with Career Exploration](#) (more snacks) from 7-8pm
- **Organized learning opportunities** this week (click links to register):
 - Tuesday, October 25**
[Amazon Info Session with Alums](#) 12:00 pm - 12:45 pm, [Virtual](#)
 - Tuesday, October 25**
[Prep Session- Government & Nonprofit Career Fair](#) 2:00 pm - 12:30 pm
010 - Old Main
 - Wednesday, October 26th**
[EPPA Medical Scribe Program Info Table](#) 11:00 am - 1:00 pm, The Hub - Olin-Rice Science Center
 - Wednesday, October 26th**
[Urban Teachers Info Table](#) 11:00 am - 1:00 pm,
Atrium - Ruth Stricker Dayton Campus Center
 - Thursday, October 27th**
[Teachers on Call Info Table](#) 11:00 am - 1:00 pm,
Atrium - Ruth Stricker Dayton Campus Center
 - Thursday, October 27th**
[Ampact Info Table](#) 2:00 pm - 4:00 pm,
Atrium - Ruth Stricker Dayton Campus Center
 - Thursday, October 27th**
[Apogee Adventures Info Session](#) 5:00 pm - 5:45 pm,
250: Active Learning Classroom - DeWitt Wallace Library
 - Friday, October 28th

WEEK OF OCTOBER 17: MAXIMIZE YOUR FALL BREAK!

Fall Break is almost here. And it is meant to be just that: A BREAK! Whether you are traveling or staying around campus, consider the following ideas while you're away from the classroom:

- **Sleep** (try going to bed early; [it makes a difference!](#))
- You are about halfway through the semester, which is an awesome time for reflection. What has gone well so far and what has felt hard? This weekend will be a great time to think about changes to your approach, goals for the second half, and make plans for how you will reach them. **But...how?**
 - Get out your calendar, your syllabi, and fill in what will be required of you in courses between now and finals.
 - Thinking about a summer opportunity? Make an appointment with a career advisor via Handshake, where you can develop action steps together.
 - How will you remain balanced? Is there a WHAM class you can sign up for? Make an appointment with a counselor? Develop a workout schedule? Set a go-to sleep alarm? Think about what will work for you and work it into your schedule!
 - Connect with people in your community of support. This will likely fill up your heart.
 - Catch up on readings & assignments and maybe even try to get ahead. This will help with your overall wellness and help you feel in control of your schedule.

Most of all, enjoy your break; you have earned it!! 😊

**WEEK OF OCTOBER 10: HOW TO PREP FOR YOUR
UPCOMING INTERVIEW!**

Interviews may be on your schedule in the upcoming weeks. How best to prepare for them? See below.

The hiring manager likely gave you some details about the interview. Read through them carefully to look for the following information:

- How long will it be?
- Who will be present?
- Is it online or in person?
- Is it behavioral in nature? Or will there be technical/case study questions asked?

Liz's tips for behavioral interviews:

1. Rather than thinking about potential answers to every question you can find online, think about 3-4 experiences you have had that are easy for you to talk about.
 - A project in one of your courses?
 - An internship experience?
 - Planning an event for your student org?
 - Think about examples that highlight teamwork, leadership, creativity, managing competing priorities, navigating roadblocks, and other big ideas
2. Use the [STAR technique](#) to structure your answers
3. Prepare to be asked the following questions!
 - Tell me about yourself/walk me through your resume
 - Why do you want to work here?
 - Do you have any questions for us? (prepare 3-5 of these in advance!--what do you want to know?)

Have a technical or case interview on the horizon? Check out these resources:

1. Literally, check out this book! [Cracking the Coding Interview](#) from the library or the Hub
2. [Whiteboard interview basics](#) quickstart guide
3. Case interview resources: [CaseInterview.com](#) Hints and suggestions from [Deloitte](#)

Reach out to Liz Karlen, Marcos Cruz, or Carrie Klaphake if you have additional questions and/or would like to practice!

WEEK OF OCTOBER 3: MAKE THE MOST OF YOUR JOB/INTERNSHIP SEARCH

For data, tech, and consulting-interested folks, now is the time to search for summer 2023 opportunities! Here are some ways to maximize your search:

- Read the curated list Liz sends you via handshake every 2 weeks! These include opportunities specific to STEM and pre-health majors! (The last one was titled 🍁 October = New Opportunities 🍁)
- Check out the happenings on campus and plug in where you can!
 - [Virtual 3M Info Session with Alumni 10/4, 5-5:45](#)
 - [Virtual RBC Wealth Management Info Session 10/6, 12-1](#)
 - [Biology Seminar, 10/6, 12-1](#)
 - [Upcoming alumni panels in October & November for CGH, HPSC, and PA/PT interested students](#)
 - [West Monroe Info Session, 10/11, 12-1 DeWitt Wallace Library, Harmon Room \(110\)](#)
- Check out the [Career Exploration website](#) to see where Mac students have interned in the past.
- Are you ready to interview? If you don't feel quite there yet, make an appointment to practice with a career advisor!
- Talk to friends and alumni about their strategies! You can learn a lot from each other!

WEEK OF SEPTEMBER 26: WHY ALL THE READINGS?

Macalester professors want you to be prepared for class and gain context to support the course material. Oftentimes that means a lot of reading outside of class. How to fit it all in? Check out [these tips](#), which may help with efficiency, comprehension, and purpose. *Spoiler: schedule time on your calendar to read for each class and try to eliminate distractions during that time!*

If you are already doing all these things and still struggling to keep up, consider [a visit to DS](#), where they can help you identify any barriers and offer additional support.

This week:

- **Case Interview Prep Session**, 9/26/22, 4:45 pm (virtual), [Register in Handshake](#)
- **Mock Whiteboard Interview Prep with Liz K & Nick Brooks**, 9/26/22, 5 pm (virtual), [Register in Handshake](#)
- **Second Step Health Professions** (2 chances, attend only one!) 9/27 @ 11:30am, 9/28 @12pm in OLRI 250. Pizza will be provided!
- **Cool Down With Career Exploration**, 9/27, 12-1:30pm = **FROZEN TREATS!!!**
- **Mayo Clinic's Quantitative Health Sciences Info Session**, 9/29, 12-1 in OLRI 241

- **Drop in hours with Career Fellows!** Mondays 4-6 in OLRI, Everyday 4-6 in Kagin

WEEK OF SEPTEMBER 19: EVENTS ARE FOR ALL!

Campus is buzzing with events! And many of them are directly connected to job and internship opportunities! Where will you plug in? Try not to worry if you are new to campus, just changed your major, or are not yet sure what you are looking for. There are plenty of opportunities to learn more about your fields of interest and connect with others who share your interests!

This month is big for students interested in computer science, math, and business. Check out the **Macalester Career Events gcal** and register on Handshake for the following events coming up. See you there!

This week:

- **Prep Session - HireMac: Fall Recruiting Showcase**, 9/19/22, 5 pm (in-person) Olin-Rice Science Center, Smail Gallery,, [Register in Handshake](#)
- **Hiremac Recruiting Showcase**, 9/20/22, 5:30-7:30pm (Kagin Ballroom): [Register here](#)
- **Analysis Group EngAGement Series**, 9/21/22 5pm (virtual): [Register in Handshake](#)
- **Case Interview Prep Session**, 9/26/22, 4:45 pm (virtual), [Register in Handshake](#)
- **Mock Whiteboard Interview Prep**, 9/26/22, 5 pm (virtual), [Register in Handshake](#)

WEEK OF SEPTEMBER 12: SO MANY MESSAGES!

Overwhelmed by your inbox? A LOT of important info comes to you through email. Consider starring/flagging emails of importance and decide on a specific time everyday to go through those emails.

Sign up for Handshake and/or update your profile! Handshake is the platform we use to get information out to you about events, job & internship opportunities, and it also serves as a search engine for opportunities. Fill out your profile so you are seeing opportunities that you are interested in and eligible for.

This week:

- **First Steps: Coding & Whiteboard Interviews**, 9/14/22, 4:45 pm (in-person) Olin-Rice Science Center, Room 250, [Register in Handshake](#)
- **Prep Session - HireMac: Fall Recruiting Showcase**, 9/15/22, 12 pm (virtual), [Register in Handshake](#)

- **Prep Session - HireMac: Fall Recruiting Showcase**, 9/19/22, 5 pm (in-person) Olin-Rice Science Center, Smail Gallery,, [Register in Handshake](#)
- **Case Interview Prep Session**, 9/26/22, 4:45 pm (virtual), [Register in Handshake](#)
- **Mock Whiteboard Interview Prep**, 9/26/22, 5 pm (virtual), [Register in Handshake](#)

Stay ahead of these events in the future by adding the Career Events Calendar to your Macalester gcal! This month is busy, especially if you are interested in tech, business, or consulting positions. Register for any of our upcoming prep events via Handshake.



WEEK OF SEPTEMBER 6: WELCOME BACK!

Overwhelmed by syllabus week? [Make a time management plan](#) that works for you.

- How can you maximize your unstructured time?
- Don't forget to prioritize balance and wellness along the way (add it to your calendar if you must)!

Introduce yourself to your professors this week! Tell them one or two things about yourself and why you are excited to take this course. Your professors are some of your greatest resources on campus!

Update your resume to include your summer experience!

- Check out our [QuickStart Guide](#) if you need help getting started.
- Send a draft to resume-review@macalester.edu or make an appointment with a career advisor (via handshake) to receive feedback!

Update your Handshake profile to include your academic focus, job/internship preferences, and previous experiences.

- Check back often for events, postings, and workshops
- Click on the Career Center tab to make an appointment with a Career advisor! It is never too early to map out your goals!