Foot In The Door

A Career Guide for Millennials

Learn how to:

- Apply to jobs and internships.
- Start a career.
- Navigate the job market.
- Set up for retirement.

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How To Find A Job, If You're An Unemployed, College Graduate

By Olivia Scherzer

You're stuck in the library just wishing that summer would roll around — but not actually because you now have to enter the scariest world ever: the job market.

Freshman year: you're packing up and moving into a tiny, shoebox dorm room with bunk beds and an annoying roommate. You have no idea how to tackle this newfound freedom that college brings, including how to master finals week. The only worry in your head is to make friends and Dean's list. Sophomore year hits and you're one year older and not even in the slightest bit wiser.

Yet, you still have a "leg up" on the new freshmen — and then spring semester rolls around and you need to find an internship. Then it's junior year, you've had an internship, maybe even a job. You've somewhat mastered your "general education" classes and made it to your "in-major" classes. Your resume looks OK, but can use some mastering. You are lucky enough to find an internship, but it's unpaid.

So flash forward to senior year: you're stuck in the library, cramming for your end-of-semester final exams just wishing that summer would roll around — but not actually because you now have to enter the scariest world ever: the job market.

"The job market is spreading like wildfire but you're still having trouble finding a job."

2.5 percent of college graduates remain unemployed.

It seems like you're on LinkedIn, Indeed, Monster, and even Snagajob trying to land a full-time job with
benefits and great pay but no luck.

"...36% of employers see resumes that are generic and 32% of them identified 'copying a large amount of wording from the job posting' as a problem."

Employers notice when you copy the description into your cover letter. Don't act like I'm not talking about you. You know you do it. Make your cover letter creative.

Obviously, include the job description and title that you're applying for, but put what you're interested in! Put something about you in there that will stand out amongst the hundreds of applicants they'll look through.

3 TIPS TO "PERFECTING" YOUR RESUME

1. Avoid generic templates.
2. Use headings, similar fonts, and lines to break even the different categories.
3. Only put the necessary experience for the job you're applying for.

Create a LinkedIn profile.

And stick to it! If you find yourself more on Facebook then LinkedIn post-grad, then check yourself.

LinkedIn is perfect for finding connections with old classmates, professors, and employers but also for finding jobs. You can set your skills, qualifications, experience and match that up with what you want in a job and LinkedIn will do the rest. LinkedIn will give you a list of jobs that are recommended for you based on experience, skills, and qualifications.

It is that easy.

HOW TO CREATE A "LinkedIn" PROFILE:

1. Visit www.linkedin.com and set up your profile.
2. Upload your resume.
3. Find your friends, classmates, and professors via the 'networking' tab.
4. Get your friends to endorse your skills under your profile.
5. Start applying to jobs under the 'jobs' tab!

While LinkedIn is really cool, make job contacts in-person.

"Of students surveyed, 70% said they had at least one mentor" (Forbes). Mentors can be old professors, employers, or just someone you want to job shadow!

They show you the ins and outs of your future career path, how to start out in this career, and help you in any way trying to find a job.

Attend a job fair. Connect with companies like Pepsi, Coke, or EY. Employers love to see you and get to know you face-to-face.

Going to a job fair makes you stand out amongst the hundreds of applications in the HR manager's inbox.

Join a professional group.

Whatever industry you may go in, there is a professional organization/industry group to go with it.

For example, the public relations sector has Public Relations Society of America (PRSA) for networking, conference, and educational tips for public relations professionals. Organizations will put you in touch with the right people, find you a company that aligns with your values, and make you in the greatest shape in order to find a job.

Don't get discouraged.

Do not give up. No amount of rejection emails will ever compare to the feeling you get when you reach your dream job.

In Need of a New Line of Work?

By: Joshua Graham

So you landed the job, and after some time it doesn't feel right. You come home unfulfilled, fatigued, and drained despite the pay, the benefits, and the promotions. It may be time to shift.

Changing careers is not easy. In fact it is very difficult for most people to do. Asking yourself to risk job/financial security for something new is a hard sell, but if you can't imagine doing this job (or your boss's job) into your 60's then it may be time to think of switching. Let's face it, your first job may not be a great fit and that's alright because many people feel this way. As an adult it's your job to take control of your life and determine how happy you want to be while working especially when it piles on, because many people feel this way. As an adult it's your job to take control of your life and determine how happy you want to be while working especially when it piles on, because if you don't know how people could do anything else, it must be right.

Your career can keep you isolated, and that can hinder change if you only know a surface-level of information about other careers. Through no fault of your own, these blinders can keep you from seeing the multifaceted nature of other

paths. This can lead to analyzing a new future with no clear understanding of how a different industry functions or your possible role in it. This is where we have to recommend a square-one approach to your research in order to put your goals into focus.

Reading books on other occupations and making lists for what you want out of a good career is a great way to get a broad perspective into what attracts you. Industry professionals often talk about their experiences, and are thrilled to share their passions with anyone who will listen. This isolated approach is subtle but can help cull less substantial ideas for what a future career can look like and even help you understand what you are seeking from this change. This analysis isn't something that can be done in one sitting but, for those who have patience and perseverance to seek a better future, it is a tested low-cost way to gather the scope for what lies ahead.

We know it sounds rather sophomoric, but getting back to that feeling of being a desperately out-of-work undergrad is just the kind of motivation required at this moment of uncertainty. A great website to get reassurance from is CareerShifters.org, who blog about reorienting careers.

From here you may talk to recruiters or send out applications. Some people find this process daunting as they begin to realize they don't possess the necessary boiler-plate skills required; ut,nyou could take courses which relate to that career to understand the mechanics of the profession as a trial-run to see what works for you (and if it doesn't, no worries). Now that you have done some of the leg-work it is good to get others involved, but this is the subject of our next article.

Getting a Support System for a New Job

The working world is an old recipe equal parts performance, relationship, and experience. With the rise of LinkedIn as the business world's response to face you cannot overlook the power of relationships. They may help you if you need to move to something more fulfilling than your current work.

Few looking to move jobs ever keep that same momentum of motivation when looking for new work. It's a fact that you may get disheartened and lose hope, but fear not for we have the answers. You will need to get a support-system that can keep you active and maybe open some doors. This means making meaningful connections (even if they go nowhere) and suppressing any inherent introvert tendencies.

One such group of people are career coaches. Their occupation is dedicated to helping you get the job you want as quickly as possible. They can work with you to talk about the working world and what lies ahead as they prep you for interviews or recommend other research opportunities. They are also skilled to help advise you on resume and cover-letter building. With their help you can get past the dogmatic rhetoric of a recruiter and maybe get a better understanding for what you want out of this life.

A little bit of help is nothing to be ashamed of and they often get results for those willing to put in the work. Another group of people to pursue can be your colleagues and peers or other professionals on LinkedIn. If you feel unsatisfied in work, chances are that someone else feels the same way. Getting like-minded people together can boost your initiative and even extend your networking skills if they know more influential people. If they get that same dream-job before you, maybe they can be in a positon to assist you in return

by recommending an "in-house interview" to bypass application curation for a quick-pass to a one-on-one interview where you can really shine.

Additionally, you can find others who hold that same job you're looking for and ask to shadow them for a day. Shadowing can be a trial-run for a new career and may provide badly-needed insight into industries that aren't too clear on what a day in the life of a (insert job here) looks like. You never know, it may be good or it could be bad, but you won't realize what you want until you try it out. People are an invaluable resource and often prove more powerful than any skill on a resume could, we recommend that you seek them out and form meaningful relationships.

This idea that there is a perfect job for you is not true because you will change over time, and so will the ideas of what makes you happy. In that case read this article again to remind yourself how to start from square-one and try again in the pursuit of your happiness.

Save Small and Retire Right

By Nikolas Milosevic

Can you see it now? Sparkling blue waters, a good book, and an ice cold mojito. Or perhaps a long boat, a six-pack, and a fishing rod in hand. Everyone has different dreams for when they retire but in order to do it right, you've got to have a plan.

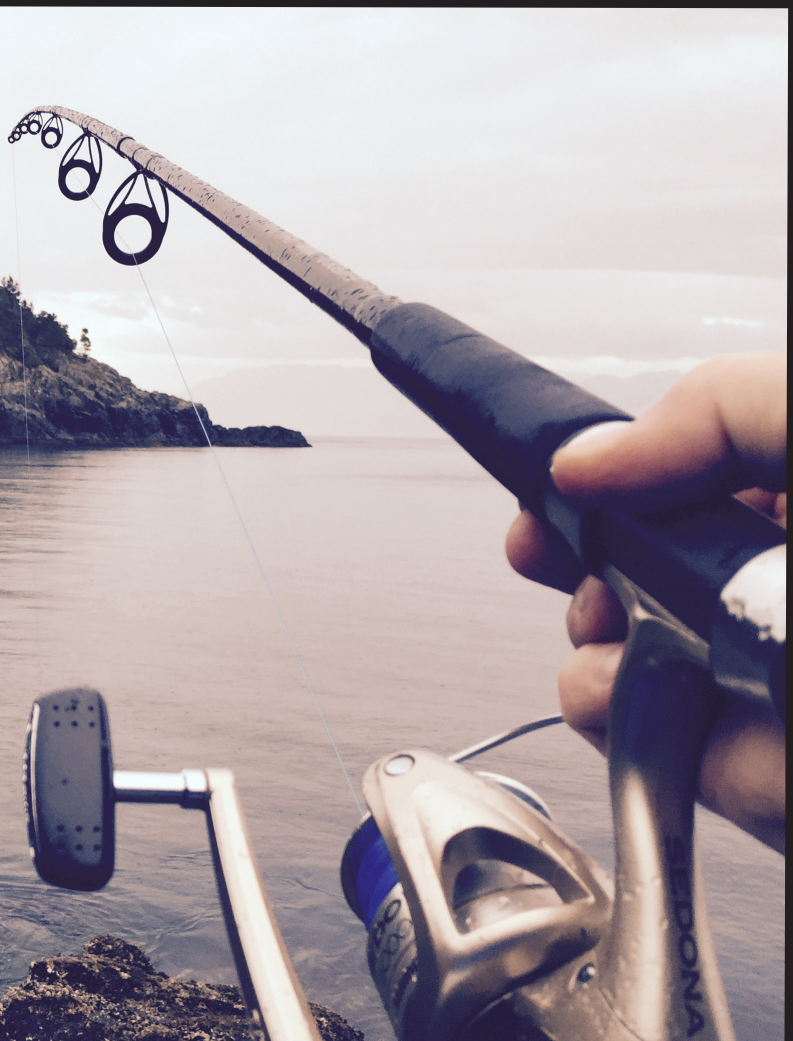
So where to start and how early? That's the big question, and its one that is definetly worth asking. But before we go into that let's first discuss why retirement is so important and how with an effective plan you could reasonably set yourself up to retire even earlier.

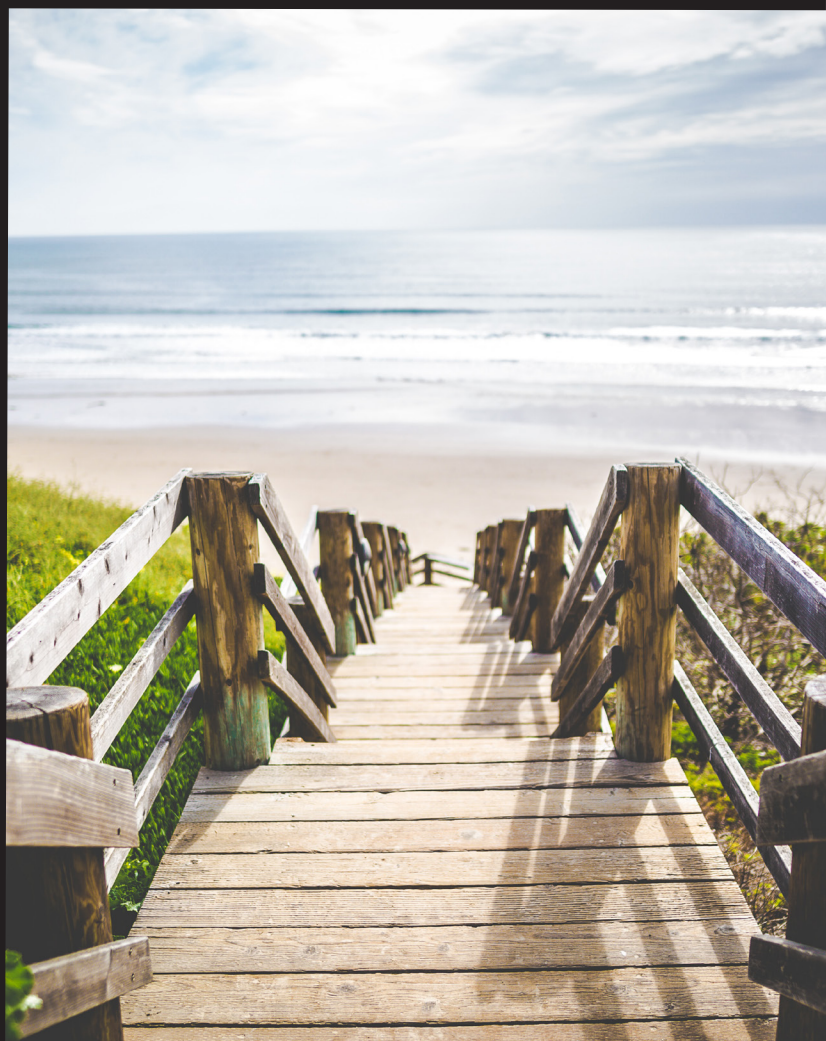
Retirement can be done at any age. From twenty-five years old all the way up to ninety. What keeps most people from retiring earlier is money and time. At seventy, its much easier to have enough money saved up to last you another twenty years then it is to have enough at twenty to last asnother seventy. Regardless of that, the important part is that there no set age that anyone has to retire, no reason that it has be at fifty or sixty years old esp-

ecially if you take these tips and begin early.

So before we formally begin, you may want to ask yourself what kind of things you want to do when you retire, and also understand the dangers of extremes. On one end there are those who put has much money as they can into their savings, they cannot wait to retire and they slave away at their jobs dreaming for the day when all that work finally pays off. Living like that is a mistake. One doesn't get back any of their time once it's spent, and noone has any guarentees that they'll make it to as long as they think. So living your life for the sole price of a futre day, although mature, robs you of the oppurtunities that you may never have again. There is no use living it up by the beach, if your constantly filled with regret about how you lived your life.

That being said, there is also the other extremes. Those who live for the constant now, immediate gratification. These people never save, they don't think about retirement cause they see it as a problem for the future. Which results in a terrible combination in later life. As you must now deal with the oncoming effects of increased age and your own economic insecurities. So to avoid that, start saving early, so you don't have to put that much in. The earlier you start the mosre your investment will grow, plus starting early builds valuable habits that will continue to pay dividends throughout your life.





The first place to begin is with a retirement account. Many employers offer some sort of savings vehicle, like a 401(k). If you have that option, take advantage of it. You can open a Roth IRA, which you can set up to automatically deduct a certain amount from your paycheck. Automating it leaves you with no hassle, and no worries. The base recommended amount is 10% of your annual income. But I would propose starting with 5% and putting the other 5% away for cool stuff you may want to do in the future. The next thing you want to do is understand

compound interest. This will go a long ways to convincing you to put more money into your account as soon as possible. To give you a quick example, at 6% annual interest rate putting a 100 dollars away every month beginning at age 25 will net you about $ 91,873 at age 65. Starting with the same account at 35 only results in about $ 51,301 in your account at age 65. That is a difference of almost 50% for only 25% of the investment time.

After that, your gonna want to get rid of any debt you have as soon as possible.

Compound interest applies to savings, it also works the same with debt. The less you have, the less interest you'll pay.

Finally, the most surefire way to increase your savings is to increase your earnings. There's a variety of ways to go about that. You could get additional education, training, etc. Providing good job performance and pushing for raises is also another viable method. Knowing your worth and being willing to switch jobs and career's is also a huge aid in finding better pay.

Now that you know what to save and when to do it. the ball is in your court. Will you start now and watch as both your savings and peace of mind grows? Or will you wait til the very end.

Author Biographies

Olivia Scherzer

is a graduating senior from Virginia Tech with a degree in public relations. She hopes to work in Nashville, TN at a local PR firm. You can find her drinking coffee and wearing Birkenstocks. She hopes to inspire other twenty-somethings with a blog.

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