

**Program**

The Career Planning and Placement Office is open to all California State University, Chico students and alumni. We offer services that help you make career decisions and transition from college student to professional in the real world. Our purpose is to help you succeed in the highly competitive labor market. We have an excellent record of service!

We are proud to have a dedicated and highly skilled professional and support staff, each of whom has extensive training in specific fields.

**James N. Starmer** is director of the office and the placement advisor to majors in the College of Communication and Education. Office manager Linda Wimmer and staff members Lori Blankenship and Lora Ferguson assist with office management.

**Kate Buckley** is the placement advisor to majors in the Colleges of Agriculture, Behavioral and Social Science, Humanities and Fine Arts, Natural Sciences, and Communications.

**Pamella Healy** is the career planning counselor who assists students with choosing or changing majors, and applying to graduate school. She provides administration and interpretation of various career assessments.

**Megan Odom** is the placement advisor responsible for coordinating on-campus recruiting and for advising students in the Colleges of Business and Engineering, Computer Science, and Construction Management.

**Jodie Rettinhouse** is the placement advisor responsible for advising graduates with a Liberal Arts education and Interdisciplinary Programs, Behavioral and Social Sciences, Humanities, Fine Arts, Nursing, Natural Sciences, and Agriculture.

**Services**

**Career Planning**

We provide several resources to assist students in selecting majors, careers, and graduate schools. The career counselor administers and interprets career assessments, offers workshops to facilitate career planning, instructs students in the use of computerized career guidance programs, and presents information on career planning to classes, clubs, and campus groups. We have numerous resource materials and handouts in the Career Exploration Center to assist students in identifying appropriate career goals.

**Career and Employment Counseling**

The professional staff offers individual and group counseling to assist all students and alumni in developing career goals, identifying methods to obtain those goals, and implementing an effective career search. We encourage you to utilize our office early in your college career so we can help you make decisions that will assist you in making the most of your college experience. You may see a counselor either at a scheduled workshop or on an individual basis.

**Reference Material**

We have a computer lab and a career library available that will facilitate your career and job search. You can access career planning assistance and occupational information, develop resumés and cover letters, and access jobs and the on-campus recruiting information at <http://www.csuchico.edu/plc/>.

**Workshops**

Job offers do not spring mysteriously from uncultivated soil. We offer several workshops that nourish your career planning and job search activities. Each semester we offer workshops on career assessments and presentations on career exploration, orientation to the on-campus recruiting program, getting a government job, writing a resumé, interviewing techniques, networking strategies, first year on the job, sales, and making the most of career fairs. Information about these workshops is available on our Web page at [www.csuchico.edu/plc/](http://www.csuchico.edu/plc/) and in our office.

**On-Campus Recruiting**

Approximately 200 employers send recruiters to California State University, Chico's Career Planning and Placement Office each fall and spring. We encourage all interested graduating students to participate in this interviewing process because of the easy access and exposure to a variety of employers it provides. To participate, you must complete a short data form and attend an orientation workshop.

Typical entry-level jobs are in management, sales, computer science, accounting, and bank management. Remember, your first job is not your last. Once you get into a company or industry, your chances for growth are endless.

We do not advise, however, that you limit yourself to on-campus recruiting. It is smart to make as many connections as possible. Advisors are available to discuss other options for all majors.

**Career Fairs**

We sponsor or co-sponsor three career fairs each year to assist students seeking careers. The CSU, Chico Career Fair is open to all majors and the business and technical industries are featured at this fair. The All Majors Career Exposition is open to all academic majors and features employers from government, private nonprofits, hospitals, and businesses. Lastly the Education Career Fair, which generally features up to 100 school districts, is open to potential teachers and teacher alumni.

**Career Job Database**

Throughout the year we receive notifications of thousands of career employment opportunities. Employers post them on our extensive online job database, accessible from our office. In some cases we e-mail them directly to our students. We also offer an extensive recruiting database for employers to use. They can search in specific "Resumé Books" for graduates to hire. When you register with our office the semester you will graduate, you become eligible for these services.

**Education Placement Services**

Services for educators include assistance in preparing a professional "self-managed" file that will help you throughout your teaching career. We also offer counseling and guidance with respect to professional letters of inquiry, resumé review, interview techniques, workshops, ethics, supply and demand trends, and application procedures. On our Web site ([www.csuchico.edu/plc/](http://www.csuchico.edu/plc/)) we list many excellent educational job search sites. Select the "Placement" button, then "Job Links," then "Teaching and Education." We provide a free computer lab in our office, a scanner to upload documents, and a laser printer for your use at any time during your job search. The lab is available any time our office is open.

**Student Affairs**

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**Director: James N. Starmer**

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