

March 1, 2012

Barnard College
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www.barnard.edu/cd

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WHAT TO DO WITH A MAJOR IN URBAN STUDIES?

You've decided on a major and are not sure what career path to follow after college. To help you out, we asked three Barnard alumnae who majored in urban studies to share their career experiences with you!

Sylvia Pirani '80, MPH, MS, NYS Department of Health, Director, Office of Public Health Practice

I took advantage of everything that Barnard and the city had to offer, including a paid summer internship working for the NYC Community Assistance Unit. Courses in political science, American architecture, urban history and literature stimulated my interests in politics, government service, and city life. After graduation, I worked for the New York Public Interest Research Group organizing poor neighborhoods in need of improved city services. My first paid job was with the Manhattan Borough President's office as a policy analyst on mass transit and city health services. After completing a joint Master's program in Urban Studies and Public Health at Columbia, I devoted my career to public health. Cont'd on pg. 6

Takako Shilla Kono '10, NYU School of Social Work, Assistant Director for MSW Program Services

As a first-generation college student, I have always been personally interested in education policy. I was drawn to urban studies because of its interdisciplinary approach to understanding school systems and reform platforms. My experience as a BA/MPA student at Columbia's School of International and Public Affairs reinforced my professional interest in education. At SIPA, I was a research assistant for economics courses, tutoring Master's candidates and managing administrative processes for faculty. Cont'd on pg. 6

Lydia Wileden '11, Executive Office of Democratic Leader Nancy Pelosi

As an urban studies major, I was able to use the city as a lab where I could more closely examine the theories learned in class, making the abstract tangible. I've always been interested in politics and spent many semesters and summers learning about the different layers of the political process. I went from working in local political offices to federal offices and back, gaining perspective as I moved from the big picture to local minutiae. From the Bronx Borough President's Office to the White House Office of Urban Affairs to the Center for Urban Policy, each opportunity let me engage with and examine different parts of the political world. The strong foundation laid through my urban studies classes gave me an excellent platform from which to expand my point of view. Cont'd on pg. 6



TEN CAREERS FOR AN URBAN STUDIES MAJOR

ELECTRONIC RESOURCES



Going Global is an organization that serves to encourage and facilitate international employment, giving global career seekers everything they need to make informed decisions. The website provides students job search tools, information on work permit regulations such as how to obtain a visa, professional and social networking groups, resume and cover letter writing guidelines specific to each country, and interviewing tips and cultural advice.

INFORMATION:

www.barnard.edu/cd

LOG IN: Uni/Password

1. **Urban/Regional Planner:** develop long- and short-term plans for the use of land and the growth and revitalization of urban, suburban, and rural communities and the region in which they are located. Often work with local officials to alleviate social, economic, and environmental problems by recommending locations for infrastructure and suggesting zoning regulations for private property.
2. **Public Administrator:** analyze information, oversee expenditures, draft and implement governmental and public policy, manage people and resources, conduct safety inspections, investigate suspected criminal activity, serve as consultants, and in general act as stewards of public interest.
3. **Community Organizer:** work to advance racial and economic justice, promote democracy, teach leadership, and develop the sustainability of communities through grassroots campaigns.
4. **Public Interest Advocate:** work for lobbies or think tanks representing socially and politically significant causes. Public interest advocates are integral in both the research process and working with legislators and the public to support these issues.
5. **Construction Manager:** construction managers handle different steps on extensive projects, often estimating costs, scheduling subcontractors, and on-site supervising progress.
6. **Landscape Architect:** design areas so they are not only functional but also appealing and harmonious with the natural environment. Landscape architects plan the location of buildings, roads, and walkways, and the arrangement of flowers, shrubs, and trees. They also design and plan the restoration of natural places disturbed by humans, such as wetlands, stream corridors, mined areas, and forested land.
7. **Public Health Administrator:** apply professional, technical and managerial expertise to evaluate the impact of environmental contamination on public health. Activities include investigating and assessing human exposure to hazardous chemicals, evaluating remedial activities, and communicating health assessments. Specialists are asked to interpret complex environmental and health data and recognize the issues and concerns of government agencies and members of the public.
8. **Economic Developer:** often responsible for planning, designing, and implementing economic development strategies, economic developers often act key liaisons between public and private sectors and the community. Economic developers are also instrumental in helping to leverage funding that is critical to help communities attract new businesses, facilitate enterprise development, and assist existing business with expansion and troubleshooting.
9. **Attorney:** significant numbers of attorneys are employed at the various levels of government working for State attorneys general, prosecutors, and public defenders in criminal courts. Government lawyers also help develop programs, draft and interpret laws and legislation, establish enforcement procedures, and argue civil and criminal cases on behalf of the government.
10. **Sociologist:** study society and social behavior by examining the groups, cultures, organizations, and social institutions people form. Sociologists analyze how social influences and institutions affect different individuals and groups. To analyze social patterns, sociologists usually begin by designing research projects that incorporate a variety of methods, including historical analysis, comparative analysis, and quantitative and qualitative techniques.



THE PCA'S

Kate Bergin

Geraldine Cheung

Lianna Fox

Lily Icangelo

Jenny Lyubomudrova

Jaqueline (Jackie) Rossiter

Sylvia Scodro

Michelle Yip

Margaret Yukins

DROP-IN HOURS

Peer Career Advisors

Monday - Friday
10 AM - 5 PM

These past few weeks, I have begun the drudging task of applying to jobs post-graduation. My primary applications have gone towards paralegal positions, though I am also looking to work as a “research associate” or “administrative assistant.” When I first began my job search, I was sure that my past research experience would be enough to entice employers. But after my first two interviews, it became obvious that even though employers had interest in what I had uncovered linking international human rights law to surrogacy in India they were also seeking other skills. Ultimately, my prospective employers wanted to know if I am organized, efficient, and can get the job done. As disheartening as it is to know that my research skills were just as important as my ability to file, it helped me realize that any experience can be used towards professional experience. So that internship you had, where all you did was file and organize projects? Those very skills are what prospective employers are looking for in an entry-level job. So have no fear, be PROUD of your organizational skills, and feel free to stress how much you enjoyed being part of the team.

By Margaret Yukins '12, PCA

MCHUMOR.COM by T. McCracken



“Ah, the Bermuda Rectangle for files.”

©T. McCracken mchumor.com

SOURCE: http://www.mchumor.com/00images/3780_office_cartoon_CE.gif



INTERNSHIP SPOTLIGHT:



By Cleopatra McGovern '12
Major: Urban Studies
Minor: Chemistry

As a pre-med urban studies major, I found the perfect mesh of my two passions working at the New York Academy of Medicine's Center for Urban Epidemiological Studies (CUES). I found CUES online, and spent an entire semester pestering the director via e-mail until she finally conceded and took me on as an unpaid research assistant in a study examining drug use and cessation and its connection to HIV transmission. Every Wednesday I would sit in a van on 127th and Adam Clayton Powell analyzing urine samples and interviewing former, current, and relapsed drug users about what personal and societal factors made them successful and unsuccessful in getting clean. Working on the study not only opened my eyes to the modern urban epidemics, but also was the most fun job I've ever had.

FEATURED INTERNSHIPS

For these and other great opportunities, check out NACELink at www.barnard.edu/cd.

Young Women's Leadership Network - Urban Education Intern. Young Women's Leadership Network supports a high-performing college-focused network of all-girls public schools in NYC. The Urban Education Intern reports to the Director of Educational Programming, but also works with other department heads. Interns will work closely with the team to plan, conduct, and evaluate school and extracurricular events.

BioCom Partners, LLC - Biotechnology and Public Investor Relations Intern. BioCom Partners is a boutique public and investor relations firm specializing in the biotech and life sciences sector. The firm is seeking an intern to support the corporate communications and investor relations that are conducted on behalf of clients. Duties will include researching, writing and planning commensurate with capabilities and interests.

American Museum of Natural History - Museum Education and Employment Program Intern. The support of the New York Life Foundation enables the Museum to provide service to tens of thousands of economically disadvantaged youth through the implementation of the Museum Education & Employment Program (MEEP) during the summer months. MEEP is a rigorous academic internship within AMNH's Education Department. Interns are responsible for developing and presenting themed tours to visiting groups, working closely with Museum scientists and educators, exploring scientific content and learning valuable skills for working with and teaching learners of all ages.

Newsweek/The Daily Beast Company - Social Media Intern. Newsweek/The Daily Beast Company is seeking candidates with a strong interest in social media and online video to join the Newsweek Daily Beast video team. This is an exciting opportunity to be part of a small team and gain experience using social media to promote original and aggregated video content across different platforms. Interns will partner with producers to promote content on different websites, interact with viewers to strengthen Beast TV's audience relationship, discover new ways to utilize social media to show and generate content, and assist in the production of videos.

The 52nd St. Project - Summer Intern. The 52nd Street Project creates original theater with inner-city children and volunteer theater artists. The organization is seeking an intern to assist in all aspects of production, classes and administration. Interns will work closely with a staff of ten, with children in classes and rehearsals, as well as with a number of professional actors, directors, designers and stage managers from the New York theater community.

The Coalition for the International Criminal Court - Regional Program Intern. The CICC works to strengthen international cooperation with the ICC; ensure that the Court is fair, effective and independent; make justice both visible and universal; and advance stronger national laws that deliver justice to victims of war crimes, crimes against humanity and genocide. Interns will provide support to outreach efforts, monitor development by contacting NGOs, government officials, and academics.

New York Assembly, Office of Linda B. Rosenthal - Intern. Linda B. Rosenthal represents District 67 as a Democrat in the NY State assemble, which includes parts of Manhattan's UWS. Interns will be responsible for conducting legislative research, responding to constituent phone calls and emails, event planning, and various office duties.



GET VOLUNTEER AND CIVIC ENGAGEMENT RELATED INTERNSHIP AND JOB OPPORTUNITIES IN YOUR E-MAIL!

Sign up for the New York City Civic Engagement Program e-mail listserv. You will receive weekly announcements of newly posted civic engagement-related opportunities.

SIGN-UP: www.barnard.edu/nyccep

CIVIC ENGAGEMENT & FUNDING OPPORTUNITIES

SUMMER ALUMNAE & DONOR SPONSORED INTERNSHIP GRANT

Barnard College offers funding for unpaid internships through alumnae and donor sponsored grants. The maximum award is \$2000 and college-subsidized housing may be available for students interning in the NYC area. NO late or incomplete applications will be accepted. Grantees are expected to have secured internships by the application date. Additional requirements include participating in an online discussion community, submitting a learning action plan, and attending a professional development event.

Workshops will be offered prior to the application deadline to review the entire application process as well as the do's and don'ts of writing an effective grant application.

INFORMATION: www.barnard.edu/cd

DEADLINE: Wednesday, 4/4 at 11:59 PM

TOW FOUNDATION SPECIAL PROFESSIONAL OPPORTUNITIES FUND

Would you like to attend a professional development conference? If so, apply for a grant from the Tow Foundation Special Professional Opportunities Fund! Applications are accepted on a rolling basis so apply as soon as possible! Please e-mail internshipgrants@barnard.edu or call Barnard Career Development at 212-854-2033 with any questions about this fund.

INFORMATION: www.barnard.edu/cd/students/funding/tow

BARNARD REACH OUT: WOMEN IN SERVICE

The New York City Civic Engagement Program (NYCCEP) invites you to participate in a weekend of community service with the Barnard Reach Out program on Saturday, March 24th and Sunday, March 25th! BRO consists of a day-long service project with community organizations in the New York City area.

REGISTER: www.barnard.edu/nyccep



VOLUNTEER FOCUS: OXFAM AMERICA

Oxfam America is an international relief and development organization that creates lasting solutions to poverty, hunger, and injustice. Together with individuals and local groups in more than 90 countries, Oxfam saves lives, helps people overcome poverty, and fights for social justice.

Oxfam America is accepting applications for its CHANGE Initiative, a national student leadership program that offers rising sophomores and juniors at US based colleges the opportunity to become effective agents for social change. Accepted students participate in a week-long training in Boston, organized and paid for by Oxfam. The application deadline is April 2nd.

CONTACT: Clara Herrero, cherrero@oxfamamerica.org or 617-728-2538

INFORMATION: www.oxfamamerica.org/whatyoucando/take-action/student-action/change



RACHEL'S CORNER

WHAT ARE YOUR SUMMER PLANS?

There are many things to consider when searching for a summer internship. You need to decide what types of tasks you would like to perform, the type of company that suits you, and lastly, how you will secure this ideal opportunity. Though the Barnard NACELink system is an extremely helpful resource in finding fabulous internships, there are other strategies you can employ to land the one that is right for you. See below for some ideas:

Ask your contacts

Your family, friends, past supervisors and other members of your network should be included in your internship search. Put out the word that you are looking for a summer internship, and ask for referrals to other professionals that work at companies that interest you. Make sure you inquire about the company culture, and the types of responsibilities and you will have, and how to best be considered.

Conduct an application campaign

Perhaps you know of organizations you'd love to intern at, but they don't list any internship positions on their career page. Don't let this stop you. Create an inquiry letter that expresses your interest in the company, some of the skills you have to offer and list some departments you feel you would be particularly well suited for. Many companies will create an internship position if they like what you have to offer.

Start your own thing

Many students return to their summer jobs, whether it be lifeguarding, babysitting or tutoring. That being said, many students do not realize that they can start their own businesses using these skills. If you have been doing these jobs for a while, chances are that you have quite the list of potential clientele. Consider publicizing your services and asking existing clients to get the word out about what you do.

By Rachel Tannenbaum, Associate Director

WHAT TO DO WITH A MAJOR IN URBAN STUDIES? Cont'd from pg. 1

Sylvia Pirani '80, MPH, MS, NYS Department of Health, Director, Office of Public Health Practice

I have served as the Director of Public Health Practice at the New York State Department of Health since 2007, providing fiscal support, data, and training to the state's 58 local health departments. Strategies to address the current public health challenges of chronic disease include improving the places where people live, work study and play.

Takako Shilla Kono '10, NYU School of Social Work, Assistant Director for MSW Program Services

I continue to work with students and faculty in my current position, serving as an academic adviser for nine graduate programs and specializing in international student and probationary advisement. I also develop student affairs programming and supervise faculty services staff.

Lydia Wileden '11, Executive Office of Democratic Leader Nancy Pelosi

Currently, I work for Democratic Leader Nancy Pelosi in the House of Representatives as a member of her Executive Office, helping to manage information flow and coordinating with staff around the Capitol. Working closely with the first woman Speaker is a great honor and an incredible opportunity to gain an insider's perspective about the daily workings of Congress.



CAREER DEVELOPMENT WORKSHOPS

All workshops are held in the BCD Seminar Room. For more information, visit NACELink at www.barnard.edu/cd

Job and Internship Search

Thursday, 3/8 at 4:00 PM
Thursday, 3/22 at 11:00 AM
Tuesday, 3/27 at 10:00 AM
Thursday, 3/5 at 2:00 PM
Friday, 4/13 at 1:00 PM
Tuesday, 4/17 at 1:00 PM
Monday, 4/23 at 2:00 PM

Mastering the Interview

Thursday, 3/29 at 12:00 PM
Tuesday, 4/10 at 2:00 PM
Wednesday, 4/25 at 4:00 PM

Crafting a Cover Letter and Resume

Friday, 3/2 at 12:00 PM
Wednesday, 3/21 at 4:00 PM
Monday, 3/26 at 4:00 PM
Monday, 4/2 at 3:00 PM
Monday, 4/9 at 10:30 AM
Wednesday, 4/18 at 2:00 PM
Thursday, 4/26 at 11:00 AM

The Ins & Outs of Networking

Monday, 3/5 at 2:30 PM
Friday, 3/23 at 12:00 PM
Wednesday, 4/4 at 2:00 PM
Friday, 4/20 at 3:00 PM



EMPLOYER FOCUS: NYC TEACHING FELLOWS

The NYC Teaching Fellows program is designed to fast-track talented individuals with no prior teaching experience into full-time teaching positions in NYC public schools by providing the necessary training, coursework, and resources needed to drive students' academic achievement.

The NYC Teaching Fellows program was launched as an initiative of the NYC Department of Education in the spring of 2000 to address the most severe teacher shortage in the New York City public school system in decades. The program recruits and selects successful professionals and recent graduates from across the country and prepares them to raise student achievement in the city. Since 2000, the Fellowship has drawn nearly 180,000 applications and provided the nation's largest school system with over 16,000 talented new teachers. Now in its 11th year, the NYC Teaching Fellows program is the largest alternative certification program in the country and among the most selective.

Fellows are making a long-term, positive impact in New York City schools: 92 percent of all Fellows who begin teaching complete their first year of teaching, 75 percent of Fellows will teach at least three years, and over half will teach at least five years.

INFORMATION: <https://www.nycteachingfellows.org/>

MARCH AT A GLANCE

Events are listed alphabetically.

Brand Yourself

Wednesday, 3/21 at 6:00 PM

Diana Center, Event Oval

Polish up your professional image and build confidence!

RSVP: NACELink

Careers and Coffee: Women in Advocacy

Tuesday, 3/6 at 6:00 PM

Milbank Hall, Ella Weed Room

RSVP: NACELink

Crafting a Cover Letter and Resume

Friday, 3/2 at 12:00 PM

Wednesday, 3/21 at 4:00 PM

Monday, 3/26 at 4:00 PM

BCD Seminar Room

Learn the basics of writing a resume and cover letter that helps you stand out in the job market.

RSVP: NACELink

The Ins & Outs of Networking

Monday, 3/5 at 2:30 PM

Friday, 3/23 at 12:00 PM

Wednesday, 4/4 at 2:00 PM

BCD Seminar Room

Find out how to tap into the professional contacts you already have and those you have yet to meet.

RSVP: NACELink

Job and Internship Search

Thursday, 3/8 at 4:00 PM

Thursday, 3/22 at 11:00 AM

Tuesday, 3/27 at 10:00 AM

Thursday, 3/5 at 2:00 PM

BCD Seminar Room

Maximize your job and internship search by learning to use Career Development resources, networking opportunities and more.

RSVP: NACELink

Jumpstart Your Career: Fashion at Barnard

Saturday, 3/24 and

Sunday, 3/25

The Diana

Fashion at Barnard (FAB) is an intensive, two-day (March 24th-25th) lecture based training designed to prepare Barnard women for exciting careers in fashion.

DEADLINE: Sunday, 3/4 at 11:59 PM

INFO: <http://barnard.edu/node/9646>

Mastering the Interview

Thursday, 3/29 at 12:00 PM

Tuesday, 4/10 at 2:00 PM

Wednesday, 4/25 at 4:00 PM

BCD Seminar Room

Getting ready for a job interview?

Learn how to answer questions, ask the right questions and make yourself shine.

RSVP: NACELink

Media Networking Night

Wednesday, 3/21 at 6:30 PM

Low Library, Lower Rotunda

Meet with over 100 professionals working in film, publishing, graphic design and more! Use this unique opportunity to ask the hard questions - like how they got where they are and what the day-to-day life is like - without all the pressure of a formal career fair.

RSVP: NACELink

New York Cares Volunteer Orientation

Thursday, 3/23 at 12:00 PM

Diana Center, LL103

New York Cares will be hosting volunteer orientation sessions right on Barnard's campus each month this Spring 2012 semester.

Summer Alumnae & Donor Sponsored Internship Grant Workshop

Wednesday, 3/28 at 12:00 PM

Thursday, 3/29 at 11:00 AM

BCD Library

Review the entire application process as well as the do's and don'ts of writing an effective grant application.

CAREER FAIRS:

2012 Startup Career Fair

Thursday, 3/23 at 12:00 PM

Low Library

The CCE Star

A.R.T./New York Internship Fair

Saturday, 3/10 at 10:00 AM

560 7 Ave, 2nd Floor

INFO: NACELink

Teachers College Education Career Fair

Wednesday, 3/7 at 2:00 PM

Lerner Hall

INFO: NACELink

Women for Hire NY Career Expo

Wednesday, 3/28 at 10:00 AM

Hilton, 1335 6th Avenue

INFO: NACELink

DROP-IN HOURS

Professional Staff

Monday - Friday

12 PM - 2 PM

Peer Career Advisors

Monday - Friday

10 AM - 5 PM