

Parent Guide

Career Services at CSUN

California State University

Northridge Career Center

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www.csun.edu/career

Dear Parents of CSUN Students,

Your student's future is important to us. The Career Center and the CSUN campus community are here to help your student succeed and make the most of their college experience.

Our staff is available to provide your student with assistance in the following areas:

- **Choosing or Changing Majors**
- **Exploration of Jobs Related to Majors**
- **Career Interest Inventories**
- **Finding Direction and a Sense of Purpose**
- **Career Decision-Making**
- **Informational Interviews with CSUN Alumni and Employers**
- **Internships & Job Shadowing Experiences**
- **Applying to Graduate School**
- **On-Campus and Off-Campus Jobs**
- **Resume and Interview Techniques**
- **Making Connections & Building Skills**

The most important role you can play is to encourage your student to take advantage of the programs and services we have to offer and to get started EARLY.

Our Message to Students!

- **Start early...finish ahead**
- **Find direction & create a plan**
- **Get connected & build experience**
- **Prepare & take action**

Ways You Can Help Your Student Explore Career Information

1. **Encourage your student to register with the Career Center in their first year.** Registration with the Career Center Online gives students access to job and internship listings, it is a way for them to find out about Career Center events, and it is how they will sign up for career counseling appointments, workshops, information sessions, and events.
Visit: www.csun.edu/career → click "students" → click "Career Center Online"
2. **Ask your student if they have a CSUN Catalog** which describes CSUN majors and colleges, and offers career options for majors.
3. **Ask your student which classes they are enjoying** – regardless of grades. This will allow students to think about their interests and skills.
4. **Encourage your student to meet with their academic advisors** before they register each semester. Academic advisors offer students insight into the specific aspects of CSUN majors and related careers.
5. **Suggest career-related experiences** such as internships, career-related part-time jobs, informational interviews, and job shadowing experiences. Gaining first-hand knowledge of careers will assist in decision-making and build skills.
6. **Be available and listen** to your student as they discuss their values, interests, skills, and life-long goals. Remember, your student is learning more about herself or himself everyday. Give them the opportunity to think about their insights and apply their new found knowledge to their decisions.

Ways Students Can Access Career Assistance at CSUN

- Career Center Online
 - www.csun.edu/career
- Individual Counseling Appointments
- Walk-in Career Advising
- Class Assignments
- Workshops on Career Exploration and Skill-building
- Information Sessions
- Job Fairs
- CSUN Catalog
- Academic Advisors
- Faculty
- Departmental Websites
- Clubs & Organizations
- Career Resource Library

Career Center Events to Help Students Explore Careers

- November Speaker Panels: "What Can I Do With A Major In...?"
- CSUN & Beyond: Career Information Fair
- Career Planning 101: Career Exploration Workshop Series
- Fall & Spring Job Fairs
- Information Sessions
- November is Career Month
- Resumania!
- Skill-Building Workshop Series

Career Resources for Parents

CSUN Career Resources

Career Center

818-677-2878

University Hall, suite 105

www.csun.edu/career

Academic Advising

<http://www.csun.edu/ugs/advisement.html>

Matador Involvement Center

Volunteer Opportunities & Clubs/Organizations

<http://www.csun.edu/getinvolved/>

Additional Resources

National Association of Colleges and Employers Parent Information:

<http://www.jobweb.com/resources/library/Parents/default.htm>

Major Monographs

Found on the Career Center's website, this information on majors and occupations that relate to them, was provided by the University of Tennessee.

http://www.csun.edu/career/students/monograph_main.htm

Occupational Outlook Handbook

Information on the nature of the job, training, earnings, and associations.

<http://www.bls.gov/oco/>

Occupational Information Network

Includes tasks associated with various jobs, typical work activities, skills and abilities required for the job.

<http://online.onetcenter.org/>

Career InfoNet

California specific information on various careers and industries.

Includes videos of individuals working.

<http://www.acinet.org/acinet/default.asp>

California's Labor Market Information

Provides a description of various occupations in California and their employment outlook.

<http://www.calmis.ca.gov>