Career Peer Advisors

OBJECTIVE: To find a talented, energetic team of undergraduates from a variety of majors to provide career assistance and support to students, alumni, faculty, and staff.

QUALIFICATIONS
- **ALL** College of Liberal Arts undergraduates (except graduating seniors) are encouraged to apply
- Satisfactory academic standing
- Have at least 1 semester of Purdue University classes completed
- Have met with a College of Liberal Arts Career Center Advisor
- Must be able to commit to 2-6 office hours a week and attend 4 hours of training spread over two evenings during the academic year
- Friendly and motivated attitude
- A desire to help people
- Strong written and verbal communication skills
- Experience in, or willingness to develop, presentation skills
- Must be able to work independently and interdependently with limited supervision on projects

DESCRIPTION
- Guide students with resume and career correspondence preparation
- Advise students on effective job search and interview preparation
- Facilitate campus presentations and represent the College of Liberal Arts Career Center
- Plan events for public relations, outreach, and recruitment
- Assist students as they develop career, internship and job search skills in a fast-paced, dynamic environment

TO APPLY
- Send resume and cover letter to CLACareers@purdue.edu