



The University of Baltimore  
Career and Internship Center

@ubaltcic

# CAREER BUZZ

September 2022



## ARTS AND SCIENCES Career Community

### FROM YOUR CAREER SPECIALIST

Welcome back to the Fall 2022 semester here at The University of Baltimore! My name is Daniel Bowley and I am the Career Manager for the College of Arts and Sciences in the Career and Internship Center. What this means is I serve as your point person for all career-related questions and concerns – I'm very excited to work with you! To give you some background about myself, I have a Master of Arts in Student Affairs in Higher Education and a Bachelor of Science in Mass Communication (Advertising and Public Relations). I am passionate about assisting students in finding their career goals and helping them network and develop community with those with similar interests.

Assisting students and alumni in career readiness is what the Career and Internship Center does best. We provide knowledge, resources, and opportunities for employment through UBworks. Our services include:

- Coaching appointments virtually or in person
- We hold mock interviews
- Templates to build your resume/cover letter and have them reviewed
- Available jobs and internships
- Events and resources
- Career closet
- Headshots
- And other resources

Our guide, the UBalt Career Cycle (<http://www.ubalt.edu/campus-life/career-center/career-services-online/career-cycle/index.cfm>), marks each phase of career success. We recommend using our undergraduate or graduate career cycle workbook, depending on your degree level, for those looking for the next step in their careers. We encourage you to create a UBworks account, where you can upload your resume, RSVP for events, schedule appointments, and apply for jobs! Our office is excited to support you now and moving forward! Looking forward to a great semester with you all! For any questions, please reach out to me at [dbowley@ubalt.edu](mailto:dbowley@ubalt.edu).

## HOT JOBS & Internships

### Internship - Information Technology

Sunoco  
UBworks ID: 65370

MDOT MAA is currently accepting applications for the position of Sustainability Manager (Program Manager II) within the Office of Environmental Compliance & Sustainability at the Baltimore Washington International Thurgood Marshall Airport (BWI Marshall Airport). The Sustainability Manager supports MDOT MAA's Environmental Mission Statement through the development, coordination, implementation, and management of MDOT MAA's Sustainability Program to meet the goals and objectives outlined in the Sustainability Framework approved by MDOT.

### NOW Digital Media Internship Fall 2022

National Organization for Women  
UBworks ID: 65006

The Digital Media/Communications intern is responsible for assisting with all digital/social media related material. The intern will support the digital team in: crafting content, sharing weekly content focused on the news and NOW's core issues, researching core issue content and historical events, and engaging in activist campaigns (i.e. Twitterstorms).

## A HELPFUL RESOURCE

Finding information on your career of choice can be a challenge. **O\*NET OnLine** is a free database with information on nearly 1,000 occupations, their requirements, and updates within the U.S. economy. According to the National Association of Colleges and Employers (NACE), there are certain skills employers look for during the hiring process that will be beneficial to their team. Skills that are sought after in resumes and trending are problem-solving skills, analytical, and teamwork skills. There are many career opportunities for every major whether it's working in public policy, social and economic issues, programs, and research, and O\*Net OnLine has detailed information to help you navigate your options.  
[onetonline.org](http://onetonline.org)

## UPCOMING EVENTS

Summer 2023: the FBI Honors Internship Program (HIP) is offering a paid internship program, the posting is open from August 29-September 18, 2022. Reach out at [dbowley@ubalt.edu](mailto:dbowley@ubalt.edu) for details

Thursday, September 15, 2022: A Creatively workshop is hosted on zoom with the Career and Internship Center; join to find ways to promote yourself and find new career opportunities

From Sept 27-30, 2022, it is Update Your Resume Week; you can upload your resume on UBworks to get it reviewed

**YOUR PHOTO HERE**

**SCHEDULE YOUR PROFESSIONAL HEADSHOT THROUGH UBWORKS**



UBalt Student Center | Room 306  
410.837.5440 | [careercenter@ubalt.edu](mailto:careercenter@ubalt.edu)  
[ubalt.edu/careercenter](http://ubalt.edu/careercenter)

**NEED A PROFESSIONAL OUTFIT?**

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**CAREER CLOSET**



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**UNIVERSITY OF BALTIMORE**  
Career and Internship Center

**creatively.**  
How-To with Lindsay Reisman

The Career and Internship Center has officially partnered with Creatively, a wonderful organization dedicated to spotlighting creative young professionals as they pursue their career goals.

Join Career Manager Daniel Bowley and Creatively Representative Lindsay Reisman via Zoom to see how YOU can use Creatively to find new career opportunities and promote yourself to prospective employers!

**September 15 @ 1PM**  
Zoom: [ubalt.zoom.us/j/99443768863](https://ubalt.zoom.us/j/99443768863) Password: 952444  
Contact: Daniel Bowley, [dbowley@ubalt.edu](mailto:dbowley@ubalt.edu)