While only a minority of jobs is found in the published market, you do want to leverage what opportunities are posted. Just remember to allocate your time accordingly (if only 20% of jobs are found there, only 20% of your time should be) and to check with us to determine if there are any alumni in the organization with whom you can speak before you respond to a job posting.

There are thousands of jobs databases available on-line. Below are some of the favorites of our students, but keep in mind that each geography and career field may have its own sites, and some employers post only on their own sites.

**JOBS DATABASES AND PROGRAMS**

*naviGATE* - An electronic platform for job and internship postings for Colgate underclassmen, seniors and alumni. There are two databases under the "jobs and internships" tab: *Colgate-specific*, which includes positions from our Recruiting Program, Colgate alumni and employers targeting the Liberal Arts education, and *NACElink*, which offers thousands of jobs through JobCentral, Simply Hired, Indeed and google. A third resource, *LACN (Liberal Arts Career NetWORK)*, found under the "jump to" tab, is a database of more than a thousand internships and one-year post-graduate fellowships and scholarships.


A *naviGATE* Quick Tips sheet can be found at link below.


**Colgate on the Cuyahoga** - A unique initiative designed to bring 10-15 Colgate undergraduates to Cleveland each summer for challenging internships, civic engagement, alumni connections, and social events to introduce them to the professional, civic, and personal offerings in Northeast Ohio. This program is often a gateway for seniors with employers in the Colgate on the Cuyahoga program. Sponsored by the Colgate Club of Cleveland.

http://colgateonthecuyahoga.com/

**Spotlight on Careers** – This site, which is also a valuable career exploration resource, provides career field or industry-specific job databases for the top 30 area pursued by liberal arts graduates in the for-profit, nonprofit and government sectors. Please call 315.228.7380 or e-mail ccs@colgate.edu for username and password when off-campus.
Going Global – On-line guides for 40 US cities and 26 countries with geography-specific hiring trends, strategies, job databases and networking opportunities. There are also global chat groups and recent articles on career-related events for each of the countries. While you do not need a username and password for accessing this site while on campus, you will need both if using the site remotely. For usernames and password, please contact the Center for Career Services at 315.228.7380 or e-mail ccs@colgate.edu.

http://online.goingglobal.com/default.aspx

Big Guide To Working and Living Overseas - Extensive background information, strategies, and resources for teaching, working and volunteering abroad in both the nonprofit and for-profit sectors. On-line resources are provided by geography and professional area. This guide is designed especially for current students and recent graduates. For usernames and password, please contact the Center for Career Services at 315.228.7380 or e-mail ccs@colgate.edu.

http://www.workingoverseas.com/user/issi/5938

Post-Graduate Service and Teaching Programs - These programs, which are from several months to two years, provide students the opportunity to acquire hands-on experience and self-knowledge in a broad range of roles, primarily in the nonprofit sector. The skills developed through these experiences are transferable to any career field and the personal growth can be transformative.


Job Links - An excellent place to begin exploring the wealth of positions listed on the internet. Both comprehensive and field-specific sites are included here.

http://www.colgate.edu/desktopdefault1.aspx?tabid=3853