If you’ve picked up this handout, you’re already moving in the right direction towards finding a great internship or landing your first job! Career searches can be tough, especially if you don’t know where to start. Career Services wants to assist you in starting off on the right foot by providing information on how you may utilize the skills you possess as an arts major in a variety of positions and fields.

- Enhance your skills, expand your knowledge, and develop increased confidence that yes, you can be successful in the world of work.
- Meet and develop relationships with professionals who often become mentors, role models, and friends. This is sometimes called networking—a scary term for an otherwise simple concept.
- As you explore organizations and professions, and get one step closer to answering the BIG question, “What am I going to be when I grow up?”, some potential occupational categories to consider include advertising, scriptwriting, curator, photojournalism, multimedia, ceramics, music videos, interior design, theater, musician/singer/composer or artist. Locations such as museums, galleries, studios, schools, corporations or theaters are possible work settings.

Resume Walk-In Hours  
(during regular semester; no appointment necessary)
Mondays and Wednesdays  
1 – 4 p.m.

Connect with us:  
www.CougarJobs.com
Facebook: SXU Career Services
Twitter: @SXUCareer
LinkedIn: SXU Career Services
**Tips for a Successful Search**

- **Define your goals.**
  What area would you like to “test-drive” to see if you like it? Develop a list of criteria. Employers want applicants who understand their strengths and have specific goals.

- **Plan to spend time each week on your search.**
  Schedule and organize the time you spend on your search. Stay focused and motivated. It is easier and more effective to do a little each week instead of trying to do everything at once. Be proactive in your search.

- **Research and identify opportunities (also see resource list at the end).**
  There are three ways to find opportunities: A) You can search advertised listings; B) You can be proactive and approach employers that interest you, and C) You can build your network of people who can help you identify unadvertised listing. It’s best to spend time on all three approaches.

- **Prepare and submit application materials.**
  Every employer has specific requirements; following instructions is key. Always send a cover letter with a resume unless it specifies otherwise.

- **Keep records and follow up.**
  Typically, the best time to follow up is a few days to a week after you think they have received your application. If at all possible, don’t leave a message. Keep calling at different times until someone picks up.

- **Interview effectively.**
  Career services staff can provide suggestions and strategies to help you interview with confidence and competence.

- **Make the decision that is right for you.**
  There isn’t one best internship or job opportunity. Career services staff can assist you in weighing all of your options.

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**Getting Started: Information on Careers in Fine, Visual, and Performing Arts**

- **Careers in the Arts**
  [http://www.cln.org/themes/-index.html](http://www.cln.org/themes/-index.html)

- **CareerToolkits: Carers for the Artistic and Creative**
  [http://career toolkits.com](http://career toolkits.com)

- **Jobs in the Arts (Houston Chronicle)**

- **List of 10 Careers in the Arts (eHow.com)**
  [http://www.ehow. com/list_7419309_list-10-careers-arts.html](http://www.ehow.com/list_7419309_list-10-careers-arts.html)

- **Music Industry Career and Job Information**

- **National Endowment for the Arts**

- **Performing Arts Career Guide**

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- **The Art Career Project**
  [http://www.theartcareerproject. com](http://www.theartcareerproject.com)

- **Visual Arts Career Guide**
  [http://www.khake.com/page42.html](http://www.khake.com/page42.html)

**Fine, Visual, and Performing Arts Internship and Career Resources**

- **American Academy of Art**
  [http://www.aacart.edu/](http://www.aacart.edu/)

- **Americans for the Arts**
  [http://www.artsusa.org/about_us/careers/default.asp](http://www.artsusa.org/about_us/careers/default.asp)

- **ArtJob/ArtSearch**
  [http://jobs.artsearch.us/](http://jobs.artsearch.us/)

- **Beverly Arts Center**

- **CareerSearch**

- **Chicago Cultural Center**
  [http://www.chicagoculturalcenter.org](http://www.chicagoculturalcenter.org)

- **Chicago Chamber Choir**
  [www.chicagochamberchoir.org](http://www.chicagochamberchoir.org)

- **Chicago Children’s Museum**
  [http://www.chichildrensmuseum.org/voluntr.cfm](http://www.chichildrensmuseum.org/voluntr.cfm)

- **Chicago Symphony Orchestra**
  [http://www.cso.org](http://www.cso.org)

- **Dance USA Internships**
  [http://www.danceusa.org/jobsandauditions](http://www.danceusa.org/jobsandauditions)

- **Entertainment Careers and Internships**
  [http://www.entertainmentcareers.net/](http://www.entertainmentcareers.net/)

- **Hyde Park Art Center**
  [http://www.hydeparkart.org/about/opportunities](http://www.hydeparkart.org/about/opportunities)

- **League of Chicago Theatres**
  [www.chicagoplays.com](http://www.chicagoplays.com)

- **Lyric Opera of Chicago**
  [http://www.lyricopera.org/about/employment.aspx](http://www.lyricopera.org/about/employment.aspx)

- **Merit Music School**

- **Museum of Contemporary Art, Chicago**
  [http://www.mcachicago.org](http://www.mcachicago.org)

- **My Auditions: Performing Arts Career Resources**

- **National Museum of Mexican Art**
  [http://www.nationalmuseumofmexicanart.org/content/volunteer](http://www.nationalmuseumofmexicanart.org/content/volunteer)