OVERVIEW

Cornell sponsors countless programs, resources, and databases with the goal of helping students succeed. There are so many out there that it can be difficult to find them all! This document has compiled several of the Career Exploration Center's favourite Cornell- and Human Ecology-specific resources for everything from internship databases to softwares, all of which are free for Human Ecology students.

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INTERVIEW TIPS AND HACKS

Behavioral Interviews

- Mock interview practice at the College of Human Ecology, Career Exploration Center (CEC): The CEC offers a variety of mock interviews for undergraduate students. Mock interviews usually last 45 minutes, with 30 minutes of a mock interview and 15 minutes to review the responses. In addition to general interviews, the Career Assistants are trained to provide virtual, behavioral, case, and MMI mock interviews upon request. We do ask for students to schedule mock interviews at least 3 business days in advance, to provide career assistants ample time to prepare for the mock interview. To schedule, please stop by 1203 MVR.
- Mock Interview practice at Barnes Hall: The Cornell-wide career services at Barnes Hall also offers mock-interview practice, and will do specialized interviews upon request (case interviews, medical school interviews, etc). They require scheduling at least one business day in advance. Mock interviews are not provided on the same day as actual interviews. To schedule, please either stop by 103 Barnes Hall or call (607)255-5296.
- Cornell Optimal Resume/ Optimal Interview Questions: Every Cornell student has access to the Optimal Resume services, including the Optimal Interview section. This provides students a good platform to practice answering a variety of interview questions, from behavioral questions to business questions. Students first have to make an account, and can 'build their interviews', in which they will be allowed to select from a bank of interview questions broken up by categories. Students then have the option to do this interview in four different formats: video (in which their response will be recorded), audio (in which only the audio of their response will be recorded), text (in which students will type in their response), or just listen(in which they will just hear the interviewer asking the question but none of their response will be recorded). Access to Optimal Resume can be found at https://cornell.optimalresume.com.

Case Interviews

• Johnson School of Management CQ Interactive Case Question: The CQ Interactive was created as a supplement to the popular Case in Point and provides additional questions, drills, interview and resume advice for preparing for an interview. Access to CQ Interactive requires a Cornell Log-In, and can be accessed at

https://johnson.library.cornell.edu/databases/cq-interactive.

- Barnes Hall links to online Interactive Case Questions: Barnes Hall provides links to many resources to help students prepare for case interviews. Aside from providing mock case interviews, Barnes Hall houses many books, such as Vault Guide to the Case Interview, Case in Point, Mastering the Case Interview, and the Ace Your Case! Consulting Interviews series. In addition, the Barnes Hall Case Interview provides links to employer online interactive resources. This can be found at: http://www.career.cornell.edu/story/interviewing/caseinterview.cfm
- Practice case questions and tutorials from Cornell Consulting Club: The Cornell Consulting Club (CCC) provides additional resources for preparing for case interviews. Along with providing useful prep websites from Consulting companies, the CCC also provides example cases that members of the organization have written, along with potential answers. These practice cases can be found at https://www.cornellconsultingclub.org/interview-prep/
- Cornell Optimal Interview: This platform also provides students practice case questions under the Business Category. For more information on how to access Optimal Interview, see "Cornell Optimal Resume/Optimal Interview Questions" under Behavioral Questions.

Medical Interviews

- Barnes Hall MMI Mock Interviews: Students can schedule a mock MMI Interview at Barnes Hall. Scheduling requirements must be made at least 1 business day in advance by either visiting 103 Barnes Hall or by calling their number at (607) 255-5296.
- Optimal Interview also provides questions for medical interviews.

Places On-campus to Have Interviews

- Mann Library Interview Room: The interview room is located in the basement of Mann Library and is
 intended for private one-on-one or small group web-based videoconferencing (Skype, Google Hangouts, etc.).
 Reservations for the room are required and can be made online at http://mannlib.cornell.edu/use/spaces/all/interview-room. Each slot is 30 minutes long and students must bring their own device, such as their laptop.
- Study Rooms in Olin / Uris Library: Both Olin and Uris library each house 3 study rooms that students can use to have their video interviews. Students can book these interview rooms at http://spaces.library.cornell.gedu/.
- Reserving a room in Human Ecology: Human Ecology students can reserve a room in MVR or the Human Ecology Building to conduct their video-interview by contacting Kenna Snow-Tompkins at kms3@cornell.edu. It is recommended that students email Kenna as soon as possible to ensure that a room will be available.
- Reserving a Meeting Room in ILR: Students can reserve meeting rooms in Ives Hall to conduct their interview in. Each meeting room is equipped with varying technologies. More information about the technology of each meeting room and making a reservation can be found at https://www.ilr.cornell.edu/about-ilr/faculty-and-staff-resources/technology-services/services/classroom-technologies/meeting-rooms.
- Interview Rooms in the School of Hotel Administration: Statler Hall offers eight interview rooms that students can reserve for phone and video interviews. However, the interview rooms are only available for students who are enrolled in HADM courses (with the exception of HADM 4300- Introduction to Wines). In order to reserve the interview room, students can either contact the service desk in the Nestlé Library in person or by calling (607)255-3673.

CAREER SEARCH TIPS AND HACKS

• **Glassdoor**: Glassdoor is a great job-searching resource. Not only does Glassdoor list current openings by companies, it also serves as a database for average salaries of positions at companies and provides past interview questions previous applicants have shared. Without full-access of Glassdoor, users only get partial

access to the database of interview questions and salaries. All Cornell students have full access to Glassdoor, by going through http://www.career.cornell.edu/, and clicking the glassdoor icon at the bottom left of the page.

- CareerBeam: Current students and Alumni have a free CareerBeam account courtesy of Cornell. CareerBeam is an online resource that includes career exploration and planning; resume, cover letter, and interview preparation; and industry resources. On CareerBeam, students have the option to take a quick assessment to help guide them with their career search. For students who already know what field/industry they are interested in, CareerBeam is a great way to gain an overview of the company, its competitors if applicable, and any Cornell alumni currently with the company (alumni at specific offices can also be filtered). Access to CareerBeam can be found at http://www.career.cornell.edu/resources/, under careerbeam. In order for students to gain access, they will need to make an account.
- Career Insider (operated by Vault): Career Insider houses many resources that allow students to explore a variety of professions/industries. Students can utilize it to search and apply for jobs/ internships. In addition, there are resources to help students learn how to craft effective application materials. The VAULT Guides can be downloaded by students and used to broaden their knowledge on different topics, such as consulting interviews, law firms, finance, graduate schools, and more. Only current students have access to Career Insider, and it can be accessed through http://www.career.cornell.edu/resources/.

INTERNSHIP/PROJECT FUNDING

- Community-Engaged Student Travel Grant Program: The Community-Engaged Student Travel Grant Program provides funding to Cornell students participating in service-learning and/or community-based research domestically or internationally. The travel grants are intended to support student travel that enables participation in: faculty-led course-based service activities; team-based learning and research projects; mentored internships; and team-based consulting projects. It is NOT meant to support undergraduate research or conference travel. Awards go up to \$750 for spring break and \$1500 for the fall and winter. Applications for summer travels are usually due in March, and students are notified within the month. More information regarding this grant can be found at https://engaged.cornell.edu/grant/community-engaged-student-travel-grants/
- Student Assembly Summer Experience Grant (SASEG): This grant is designed to aid students to complete summer unpaid or minimally paid career-related experiences. The funds are drawn from the Students Helping Students fund and are open to first-years, sophomores, and juniors in all 7 undergraduate colleges. Each college's career office will be reading their own students' applications. A maximum of \$3,000 could be awarded for eligible students. Prior to applying for this grant, students must have already secured a summer internship. Certain summer experiences, such as fee-based programs (any program that charges a tuition or a fee, including Cornell in Washington, Practicing Medicine, etc.), personal research projects, and taking summer classes are not covered. Applications open mid-spring semester are usually due in April. More information regarding the important dates, eligibility, and application process can be found at http://as.cornell.edu/funding-your-summer-experience.
- **eLab**: an accelerator program for Cornell student startups. Startups receive weekly one-on-one mentorship from seasoned entrepreneurs and entrepreneurship professors over a year-long program featuring 5 intensive bootcamps, eLab alum advisors, course credit, \$5,000 toward their business, and access to a network of resources. Application timeline, as well as requirements and more information regarding the program can be found at https://www.elabstartup.com/apply/.
- Develop Your Own (DYO) Summer Internship Program: The DYO Program is an opportunity for students
 to apply their summer work study to fund an internship outside of Tompkins County. Only federal work-study
 eligible students can apply for the DYO program. During the program, students work with potential employers
 to subsidize their internship wages through FWS funds. More information can be found at http://www.career.cornell.edu/students/jobs/internships/cornell/DYO/index.cfm.
- Harrop and Ruth Freeman Fellowship: The Judith Reppy Institute for Peace and Conflict Studies will award one or more Harrop and Ruth Freeman Fellowships to encourage Cornell undergraduates to pursue summer work related to peace studies and conflict resolution in an otherwise unpaid position with a not-for-

profit organization. Some projects for fulfilling the internship requirement of the Global Health Program may be eligible. Awards are \$1,200 per month for up to two months. More information can be found at https://pacs.einaudi.cornell.edu/harrop-and-ruth-freeman-fellowship-undergraduates

- **Janet McKinley Family Grant**: The Janet McKinley '74 Family Grant is open to all Cornell sophomores for the purpose of assisting students in pursuing interesting, provocative, and entrepreneurial summer projects, with the intent of having a direct and lasting impact on many generations of Cornell students. More information can be found at http://commitment.cornell.edu/janet-mckinley-74-family-grant
- Latina/o Studies Research Grant: Undergraduate research grants are available to students who wish to engage in research projects whose ultimate goal is to enhance the understanding and knowledge of the Latina/o experience in the United States. Preference is given to registered Latina/o Studies minors for these awards. Preference will be given to proposals for research projects that are to be conducted during the regular academic year, but proposals for intersession and summer research will be considered if the project can only be conducted during this period. More information can be found at http://latino.cornell.edu/latinao-studies-student-research-grants
- Robert S. Hatfield Award for Study of Ethics in Business: This grant is open to all undergraduate, graduate students, faculty, and student organizations. Its purpose is to help fund an unpaid business internship related to ethics. More information, past projects, and the application can be found att https://philosophy.cornell.edu/hatfield-funding

Human Ecology-Specific Grants/Awards

- Human Ecology Alumni-Sponsored Alan D. Mathios Research and Service Grant: The Human Ecology Alumni Association (HEAA) awards grants bi-annually to qualifying students in the College. The grants are available for students to use in furthering the three objectives of the College: research, teaching, and outreach. Examples of grant applications that might receive rewards include but are not limited to: independent research, academic projects, service projects, community/extension application of course or research work, travel and/or registration expenses to attend conferences to present student research, and expenses related to summer coursework that are not available at Cornell. Any student who receives HEAA grant funding is required to submit a short formal report and receipts documenting expenses no later than 6 weeks after the conclusion of the project/event. More information can be found at https://www.human.cornell.edu/studentlife/heaagrants.
- **Human Ecology Summer Research Stipend**: The College of Human Ecology provides 16 \$5,000 stipends to CHE undergraduates who will be involved in full-time summer research with a CHE faculty member. Both the student and the faculty member must be in CHE. https://www.human.cornell.edu/research/undergraduate/summer-stipends
- Alumni-Sponsored Internship Funding: The Human Ecology Internship Funding is designed to aid students' participation in unpaid or minimally paid career-related summer experiences. This does not apply to credit-bearing programs. The funding is meant to help students who would not otherwise be able to take on this type of opportunity. Any current freshman, sophomore or junior enrolled in the College of Human Ecology and in good academic standing is eligible to apply. Ten students will receive up to \$4,000.

Cornell Public Service Center

- Community Partnership Funding Board Grants: The Community Partnership Funding Board (CPFB),
 a student organization, seeks to foster leadership and social responsibility by encouraging students to take
 action against social problems. The CPFB assists students in developing grassroots community action
 projects and administers grants from the Community Partnership Fund to make these projects possible.
 Funding for up to \$2000 per project, per year. More information can be found at http://psc.cornell.edu/awards-funding/community-partnership-funding-board-grants
- Robinson-Appel Humanitarian Award: The Robinson-Appel award was established to recognize and honor students who have had significant involvement in community service by providing support for their

projects (which must address a US community's social needs or problems). Three projects are selected every year and each receives a \$1,500 grant. More information can be found at http://psc.cornell.edu/awards-tunding/robinson-appel-humanitarian-awards

OADI Funding Opportunities

- OADI Individual Student Funding Program: Provides funding opportunities for active program participants of OADI programs and general participants. Active program participants may be members of the following OADI Programs: Pre-Professional Programs (P3), OADI's Opportunity Programs (HEOP/EOP and POSSE), McNair Scholars Program, OADI Research Scholars Program, OADI First-in-Class Mobilizers, Gates Millennium Scholars Program, Jack Kent Cook Scholars, Say Yes Scholars, Prefreshman Summer Program (PSP). Students who are not yet officially participating in these programs but who are generally active with OADI and need assistance with activities in fields not covered by these programs in which they are underrepresented may also apply. Students may only receive OADI funding once every twelve months.
- **OADI General Funding** (within the US): The OADI General Funding Application provides sponsorship for local research/professional development experiences and graduate preparation opportunities with the United States. Sponsorship covers items such as: Graduate School Exam and Application Fees; Domestic conference expenses (registration, transportation, meals, accommodations, etc.); and costs affiliated with local internships, externships, research experiences, and community-based and service learning opportunities.
- Off-Campus Opportunity: OADI is now part of a Cornell streamlined Off-Campus Opportunity fund and is a common application that can be found on Cornell Abroad's page. The fund consolidates the application and awarding process of four previously distinct grants offered through the following central units: Cornell Abroad, OADI, Engaged Cornell, VPIA & Einaudi. This funding is primarily for short-term programs when financial aid is less available. For more information regarding eligibility and application timeline, please visit https://oadi.cornell.edu/funding%20and%20student%20employment/individual-student-funding.html

Mario Einaudi Center for International Studies

- The Foreign Language and Area Studies (FLAS) fellowships: The FLAS fellowships help graduate and undergraduate students acquire high levels of competence in languages that are deemed critical to the national needs of the United States, and to gain fuller understanding of the areas, regions, or countries in which those languages are commonly used. Cornell's South Asia Program (SAP) and Southeast Asia Program (SEAP) have highly competitive four-year grants. For more information regarding which languages are eligible for the FLAS fellowship, and application requirements, please visit https://einaudi.cornell.edu/foreign-language-and-area-studies-flas-fellowships.
- Student Organization Funding: The Mario Einaudi Center for International Studies will offer up to \$300 to provide organizations for activities that are approved by Cornell's Office of the Dean of Students. More information regarding how to apply can be found at http://einaudi.cornell.edu/student-organization-funding.
- Asian Studies Undergraduate Travel Grant: Students have the opportunity to spend part of a summer in an Asian country on an Asian Studies Summer Study, Research, and Service Travel Grant that provides funding for travel and living expenses. Applications are due in mid-February and decisions are made before spring break. At the end of summer, recipients must provide documentation of travel and submit a 10-page report summarizing the summer language and cultural experiences. Applicants may be from any college or major, but must have a proposed project that relates to their area of study. Priority will be given to students who have completed 2 years of language work in the relevant language prior to departure, have no prior travel experience in the area of travel, and are Asian Studies majors or minors. Grants are eligible for up to \$3,000. More information regarding the grant and the application process can be found at http://asianstudies.cornell.edu/undergraduate#summer-study,-research,-and-service-travel-grants.

AWARDS AND PROGRAMS **Human Ecology**

• **Flora Rose Prize**: Recognizes leadership in service and promise for contributions to the self-fulfillment of future generations. This \$750 award is presented to Human Ecology juniors or seniors with outstanding

records of leadership accomplishments in public service, including self-initiated activities that have provided significant and sustainable social benefits. This award recognizes accomplishments that may be within or beyond the Cornell community.

- Florence Halpern Award: Recognizes creative solutions to human problems through supervised fieldwork or community service beyond the Cornell community. This \$750 award is presented to Human Ecology juniors or seniors with an outstanding record of supervised fieldwork or community service that demonstrates innovative and effective models of social change.
- Elsie Van Buren Rice Award in Public Speaking: The Elsie Van Buren Rice Award in Public Speaking honors the best student speeches addressing how research in Human Ecology makes a difference in society. Held each spring, the contest awards prizes totaling \$2600.
- PRYDE Scholars Program: PRYDE Scholars, chosen as rising juniors, are interested in learning about how interventions to help young people are developed in collaboration with experts in youth practice. PRYDE Scholars will have the opportunity to engage with Program for Research on Youth Development and Engagement (PRYDE) faculty members in research on issues that are essential to understanding youth development; learn how findings from basic research on youth development can be applied to addressing real world concerns; receive a stipend each semester and be able to apply for funding for summer research and conferences; take part in a seminar on research methods and professional development; and, by working with 4-H programs, effect positive change in the lives of youth in New York State and beyond. Visit https://pryde.bctr.cornell.edu/ to learn more.

INTERNSHIP AND JOB DATABASES

- Entrepreneurship at Cornell: These business-oriented internships provide junior, and senior Cornell students the opportunity to gain experience working in small to mid-sized businesses located throughout the US and abroad. As many as 70 paid internship placements are awarded each year. Any students, from engineers to emerging market enthusiasts, from chemists to chefs, are welcomed to apply. These internships usually begin in late may or the first week of June and normally last 10 weeks. More information on the application process and contact information can be found at http://eship.cornell.edu/internships/.
- **Atkinson Center Summer Internship**: Cornell students can apply to paid internships offered by companies working on cutting-edge sustainability issues. Offers immersive, hands-on experience at the intersection of science, policy, community, and industry. Stipend offered depends on the internship. More information can be found at http://www.atkinson.cornell.edu/grants/interns.php.
- **Cornell Handshake**: Handshake offers several internship opportunities specifically for Cornell students. There are also a variety of mailing lists to sign up for, such as the one for health careers, through which health careers advisors at Barnes Hall send out opportunities that they have found. The link to sign up is here: https://cornell.joinhandshake.com/login
- **Cornell Cooperative Extension**: Internships with the Cornell Cooperative Extension typically involve community projects in New York State, with stipends of \$5000. While some internships are only available to Human Ecology students, some are available only to CALS students while others are available to all. Find the list of internships here: https://cce.cornell.edu/page/internships/2019
- Office of Undergraduate Biology Summer Research Opportunities: The OUB at Cornell posts many summer research opportunities from around the nation https://biology.cornell.edu/research/summer/
- **Psychology Internships and Positions Listserv:** The Psychology Department posts research-related summer internships and gap year opportunities in the fields of neuroscience, psychology, cognitive science, and other related behavioral health fields. Visit https://groups.google.com/forum/#!forum/psychopportunities to learn more.

CAMPUS RECRUITING

• The New York Recruiting Consortium: Available only to A&S and Human Ecology students at Cornell,

juniors and seniors are invited to participate in this off-campus program with major employers in New York City. The first deadlines to sign up are at the end of November, and interviews take place in January. For more information, visit: https://as.cornell.edu/NYRC

• **PURSUIT**: Taking place in March each year, PURSUIT is the spring recruiting event for DEA students. Employers from around the US visit campus to conduct interviews and hire students for internships and jobs.

NETWORKING

- LinkedIn: LinkedIn serves as a wonderful resource to access Cornell Alumni. When searching up Cornell University and clicking on 'see alumni', LinkedIn allows its users to see the location, industries, and companies that alumni have worked and currently work at. Students can further reach out to alumni to learn more about their experience and the industry they work in. There is also a Cornell Human Ecology Career Alumni Mentoring Program group on LinkedIn, which features updates from Human Ecology alumni.
- **CUeLinks**: CUeLINKS is a university-wide online networking platform where community members can connect with the people and resources they need to achieve their academic, career, and personal goals. Knowledge seekers (students) can connect with knowledge sharers (alumni or peers) to share information. https://cuelinks.cornell.edu/
- **Alumni Connections Program**: Apply to travel to an alumnus' place of work and shadow them through 1 to 5 work days to get a feel for their organization, role, and industry or have informational interviews with them to gain information about the alumnus' career path, current job or industry. Informational interviews can be done online or in-person. https://www.career.cornell.edu/students/options/ACP/index.cfm
- **Human Ecology Young Alumni Lunch Series**: Every few weeks, the College of Human Ecology invites a young alum to visit Cornell and chat about their experiences since graduating, with past guests including researchers, teachers, managers, and directors. Lunch is provided, and only Human Ecology students may participate. Look out for the link to RSVP in Communecology or the Compass (see Mailing Lists).

CORNELL-SPONSORED SOFTWARES

- **Microsoft Office 365**: The Microsoft Student Advantage program allows registered Cornell students to download and install the current version of Office onto up to five computers for free. Office 365 Pro Plus includes Word, Excel, PowerPoint, Outlook, and Lync. The license will remain valid for as long as the student remains registered. Information for installation can be found at https://it.cornell.edu/software-licensing/office-365-proplus-students.
- **Box**: Box provides faculty, staff and students a simple way to share critical research, collaborate on group assignments, and manage team files. Anyone with a Cornell email can create an account with unlimited storage. In addition, Box can be downloaded to your computer, allowing users to access and save files directly from their computer. More information can be found at https://it.cornell.edu/box#.
- **Google Drive:** Cornell students have access to unlimited storage on Google Drive if they sign in with their Cornell emails. This can be used for file backups and folder backups through the downloadable Google Drive application, as well as for sharing documents, folders, and files between collaborators.
- Passkey: When off-campus and not connected to eduroam, Cornell students can continue to have access
 to research papers by downloading a Cornell proxy. More information for how this can be used can be found
 here: https://www.library.cornell.edu/services/apps/passkey

CORNELL-SPONSORED WORKSHOP OPPORTUNITIES

• **Mann Library Free Workshops**: Throughout the school year, free workshops at Mann Library are offered so that students can learn to use a variety of softwares to assist students and faculty with research. Some of the classes include Citation Management, PubMed, and Poster Design. For a full list of classes as well as upcoming ones, please visit https://mannlib.cornell.edu/help/research-support/workshops.

- **LinkedIn Learning**: Cornell faculty, students, and staff have free, unlimited access to <u>Lynda.com</u>'s online library of high-quality videos on the latest software tools and skills. There are hundreds of courses available at <u>Lynda.com</u>, including Software Development, Design, Web Development, Business and Photography. Information on how to access <u>Lynda.com</u> can be found at https://it.cornell.edu/lynda.
- Cornell Statistical Consulting Unit: The CSCU is a professional service group that aims to strengthen research on campus by assisting scholars with using statistical methods in their research in the most optimal way. Their services provide statistical expertise to the entire Cornell community through free consulting on specific projects and workshops.

MAILING LISTS AND NEWSLETTERS

- **Cornell Handshake Health Careers**: The newsletter features webinars, seminars and talks from healthcare professionals about obtaining a MD, MD-PhD degree, and is sent by the Barnes Hall Health Careers advisors. As well, it advertises health-related gap year and school-year opportunities. Subscribe through Handshake.
- **Global Health**: Every week, a newsletter is sent out for anyone interested in activities that have to do with global and public health, including possible Experiential Learning Opportunities for Global Health majors and minors. Contact dnsglobalhealth@cornell.edu to be added.
- **Communecology**: Communecology is sent to all Human Ecology undergraduates and serves to remind students of everything Human Ecology, including important registrar deadlines, news regarding the college, summer opportunities, scholarships, workshops, and more! Contact cah334@cornell.edu if you are not added.
- Cornell Exploration Center Compass: The Compass is sent out bi-weekly by the Human Ecology Career Exploration Center. It features the CEC's recent blogposts and opportunities, many of which have to do with recent Young Alumni Lunches, opportunities outside of Cornell, and workshops that may be relevant to Human Ecology students. You can subscribe at the bottom of the following page: http://hecec.human.cornell.edu/
- PATCH (Pre-Professional Association Toward Careers in Health): PATCH is a Human Ecologysponsored club that advertises both on-campus and off-campus activities for pre-health students, including scribe opportunities, health professional school information sessions, and volunteer opportunities with PATCH. Email patch@cornell.edu to subscribe.

OTHER HANDOUTS

The CEC offers several other handouts which elaborate on some of the topics mentioned in this handout. They can be found at the following link: http://hecec.human.cornell.edu/career-development/

Interview

- Interview Tips and Practice Questions
- Interview Tips and Stress Management
- Case Interview Preparation
- · Case Interview: Stats to Know
- MMI Guide (Not available online, come in to the CEC to pick up this booklet)

Internship and Job Databases

- Internship Opportunities handouts, General and specific to each Human Ecology major
- Diversity Summer Internships

Awards and Programs

- Scholarship Resources
- Fellowship Guide

Networking

- Networking Guide
- Alumni Networking Guide