

Career Planning & Development Drury University

Services Within Our Office:

Career & Major Exploration Services

- Students interested in exploring different career and major options are encouraged to schedule a visit with a Career Advisor!
- We can assist students who are unsure of their future career path, students who have recently changed their career goals, and students who want to review career and occupation descriptions!

Career Assessments

- We offer the Focus 2 Career assessments and the CliftonStrengths assessment that can help you explore your potential interests, skills, and values within different career paths.

Job and Internship Search Preparation

- We can help you find job and internship opportunities during your time at Drury, as you prepare to graduate, and even after you are a Drury alum!

Resume, Cover Letter, and Personal Statement Reviews

- Whether you are applying for a job, preparing for grad school, are just wanting to improve your own resume writing skills, we are happy to sit down with you and help you create the best materials you can to succeed!

Events and Workshops

- You may catch us around campus giving out treats, hosting workshops on professional development, or even presenting in your classes! Make sure to follow us on **Instagram** at DruryCareer to find out about awesome events happening on campus!

And More!

To Schedule an Appointment:

To take advantage of our services offered, please schedule an appointment on Handshake. Log in with your Drury email and follow the steps below:

To schedule an appointment through **Handshake**:

- ✓ Log in at <https://drury.joinhandshake.com/login>
- ✓ **On the website:** Select the Career Center in top ribbon
- ✓ **On the app:** Click on Account in the bottom corner, then select the Career Center ribbon
- ✓ Select Appointments
- ✓ Schedule a New Appointment
- ✓ Choose your appointment Category
- ✓ Choose an Appointment Type
- ✓ Choose an appointment date and time
- ✓ Let us know what we can help you with
- ✓ Select Request
- ✓ An email confirmation will be sent once the appointment has been approved.

We look forward to seeing you!

CONTACT US!

Career Planning & Development

Bay Hall 148

417-873-7284

career@drury.edu

Brandon Gash

Director

417-873-7257

bgash@drury.edu

Sierra Chitwood

Career Advisor

417-873-6817

sjchitwood@drury.edu



ROBERT AND MARY COX
COMPASS
CENTER

CONTACT US!

Career Planning & Development

Bay Hall 148
417-873-7284
career@drury.edu

Brandon Gash

Director
417-873-7257
bgash@drury.edu

Sierra Chitwood

Career Advisor
417-873-6817
sjchitwood@drury.edu



ROBERT AND MARY COX
COMPASS
CENTER

Drury Resources:

- **Handshake** – Job search platform offered to students and alumni. Use it to schedule appointments with our staff, search for full-time, part-time, internship, and on-campus employment opportunities. Network with employers, read employer reviews, and more.
<https://drury.joinhandshake.com/login>
- **Job Search Guide** – Handbook for how to successfully create resumes, prepare for interviews, and apply for jobs <https://www.drury.edu/wp-content/uploads/files/career/pdf/job-guide.pdf>
- **FOCUS 2** – Career exploration assessments and research tool. Use the link and the access code “**panthers**” to create an account and get started: <https://www.focus2career.com/Portal/Register.cfm?SID=1754>
- **CliftonStrengths** – Strengths based assessment to help you identify your greatest skills for personal success. To gain access please email Career@Drury.edu or your career advisor and they will provide you with an access code.
- **“What Can I Do With A Major In...?”** This resource can help you explore a wide variety of career options relevant to your degree. Access this through our Career Planning and Development website under the “Major and Career Information” tab <https://www.drury.edu/compass-center/career/undergraduate/>

Other Resource Websites

- **O*Net Online** – A tool for career exploration and job analysis
<https://www.onetonline.org/>
- **My Next Move or My Next Move for Veterans** – Information about job descriptions, job outlooks, and average salaries (includes military to civilian) <https://www.mynextmove.org/> OR <http://www.mynextmove.org/vets/>
- **Missouri Division of Workforce Development** – Job Search and Career Exploration resources within the state of Missouri
<http://jobs.mo.gov/>
- **Ozarks Help Wanted** at http://regionalhelpwanted.com/p/jobs_city/47/Springfield/?SN=47
- **Career Builder** at <http://www.careerbuilder.com/>
- **Indeed** at <http://www.indeed.com/>
- **Glassdoor** at <http://www.glassdoor.com/index.htm>
- **Mechanical, Electrical, and Plumbing jobs** at <http://www.mepjobs.com/>
- **Computer Related Tech Jobs** at <http://www.dice.com/>
- **Federal Government jobs** at **USA Jobs** at <https://www.usajobs.gov/>
- **State of Missouri jobs** at **Office of Administration** at <http://oa.mo.gov/>
- **Occupational Outlook Handbook** – U.S. Department of Labor – **Bureau of Labor Statistics**
<http://www.bls.gov/ooh/> OR <http://www.bls.gov/es/ooh/> (en Español)

Make sure to visit us and follow us on social media for lots of cool events and opportunities!

