

November 21, 2017



UNIVERSITY of  
DENVER

JOSEF KORBEL SCHOOL of  
INTERNATIONAL STUDIES

# BREAKING GROUND



International Studies + PPOL Internship Newsletter

November 21, 2017

## *Happy holidays and Congratulations on Finishing Fall Quarter!*

Alas, this week signifies the end of another quarter at Korbel. We at the JKIS Office of Academic and Student Affairs would like to congratulate our scholars on completing the final academic quarter of 2017! Additionally, we hope you are able to use this break to rest up, recharge your batteries, spend time with family, and enjoy the amazing Colorado winter scenery. However, keep in mind: Will you be pursuing an internship or post-graduate opportunity in 2018? Winter Break is an excellent opportunity to prepare by doing the following:

- **Volunteer Locally:** The holidays are all about giving. Take some time and give back to your community. In addition to being the morally upright and civically responsible thing to do, volunteering allows you to establish/build relationships with local orgs and improve your resume.
- **Update Your Career Materials:** Have a late final, or, avoiding dreaded holiday family time by staying around campus for a couple days? Set up an appointment with the Office of Career Development to a) ensure your resume is competitive and b) continue evading your family.
- **Research Internship Opportunities and Plan for 2018:** Now, it's very easy to sit in a blanket with a cup of hot chocolate saying to yourself, "Suuuuure, I'll look at some opportunities for myself when I'm back on campus in January. But first, time to enjoy some more cat memes..." You know that will never happen. Do the responsible thing and look at a job opportunity for every 3-4 cat memes.
- **Update Your LinkedIn Profile:** You know what you actually *can do* while looking at cat memes? Visit [this link](#) to find out expert tips on how to optimize cat memes. I mean, uh, your LinkedIn presence.

*Joe will be unavailable over break, but if you'd like to advise him on what to get his Mom for the holidays, or schedule an appointment for 2018, please contact [baints@du.edu](mailto:baints@du.edu)*

### In this issue:

- Happy Holidays!
- Career Development Opportunities—Winter Break





## Alumni Professional Development Series: Office Etiquette for Every Situation



*Wednesday, November 29th, 2017*

*6:30pm—8pm, Anderson Academic Commons Special Events Room*

As the holidays (and holiday parties) approach, take a moment to review and update your office etiquette knowledge. Happy hours, water cooler talk, and office gossips can all be tricky situations to navigate appropriately. Come learn from our panel how to appropriately enjoy social interactions with coworkers without hurting your reputation.

For more information, [visit here](#)

## Women's Professional Alliance: Healthy Holiday Survival Guide

*Tuesday, December 5th, 2017*

*6:30pm—8pm, Chambers Center for Advancement of Women*

The holidays can be stressful for anyone, but especially for women as they try to navigate hosting visiting family, holiday shopping, staying healthy through the slew of baked goods and still managing their day-to-day responsibilities. This session will provide you with tangible ideas for enjoying the holidays without losing sight of your long-term health and wellness goals.

To learn more and/or register, visit [this link](#)

## Office of Personnel Management: Reaching Across America

*Wednesday, December 13th, 2017*

*2pm—3pm, Virtual Event*

: This presentation introduces the audience to the interview process within the Federal government. It explains the types of interviews (structured/unstructured), different delivery methods, types of common questions, responding utilizing the S.T.A.R (Situation/Task, Action, Result) method and how to also prepare for an interview.

To register for the event, please visit [this link](#)

## AEI Summer Honors Program 2018

*Deadline: December 31st, 2017 (Early Admission), March 5th, 2018 (Regular)*

The American Enterprise Institute's Summer Honors Program is a series of educational and professional development opportunities in Washington, DC, for top undergraduate students. Students in the program have the chance to connect with the ideas, research, and network of AEI, one of America's preeminent think tanks.

The program gathers students from diverse ideological backgrounds for substantive dialogue and debate about the most pressing issues facing the country and world. The core feature of the program is discussion-based seminars that offer participants forums to delve deeply into policy areas of their choice.



For more information, please visit [this link](#)



Career Development Opportunities—Winter Break