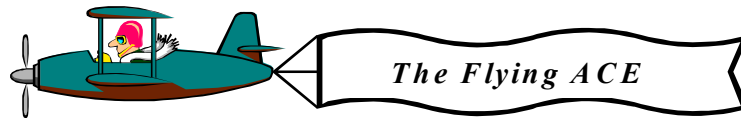


North Carolina **ACE** Association of Colleges and Employers

Partnership of Business, Education and Government



President's Message

Welcome to the year 2001-2002!

First, I would like to thank you for allowing me the privilege of representing NCACE as President. It's an honor that I am proud to have. The easy part is that with the talents that are represented in this organization, a president only has to make sure that they are not in the way of progress. The first priority I had was to select an Executive Board for this term. It was both the easiest and the hardest thing for me to do. As I went through the list of members, I listed the strengths of each individual and realized that no matter whom I chose, the organization couldn't lose. Listed in this newsletter is the Board that will represent you in the year 2001-2002. Please communicate and support them in their endeavors.

This year is the year of change. Both industries and educational institutions are going through restructuring and downsizing. Also, a lot of our members are going through job changes, relocations, and some are out on the market. During times like this, an organization has to show it's worth and benefit to survive. We must be attuned to all of these situations and react accordingly.

One of my goals this year is to make sure that all of our membership is given the opportunity to play an active role in this organization. Active members receive the most benefit from what we have to offer and continue to become our long time members. If you haven't contacted one of the Committee Chairmen to let them know if your interest, I encourage you to do so at this time. One, we need the help, and two, you will develop relationships that you won't find anywhere else.

Plans are already underway for our Conference in May 2002 in New Bern. Committees are being formed as we speak and all volunteers are welcome. Please contact Holly Sweat or Jeannette Moss if this is where your interest lies.

Our listserv is being tested and you should be receiving more information regarding its use in the near future. With technology comes responsibility, and we want to make sure that the use of this listserv is handled with the appropriate care.

If you want to share information/suggestions/feedback with me, please feel free to contact me directly (marilyn_honeycutt@vfc.com; 336-332-4252)

Marilyn Honeycutt
NCACE President

Ody “sea” for Success: NCACE Conference 2001 in Review

The NCACE 2001 Conference was truly an “Odys’Sea’ of Success” for all; NCACE members, conference committee, and guests! We would like to once again give a heartfelt thanks to all who worked so hard the past year in putting the conference together, especially Thom Rakes, Karen Thompson, Leslie Rand-Pickett, Ember Roberts, and the rest of the UNC-W crew. The conference would not have been the success it was without your superb efforts.

For those NCACE members who did not attend the conference, you missed some fine programs that covered many areas of concern for professionals involved in career planning and placement, as well as beautiful weather, the beach, and fine dining and entertainment. Following is a list of just some of the speakers and topics from the conference: **Keynote speakers included:** Clyde Parker, who spoke on **“The Paradox of Power”**, taking a realistic look at how traditional management has urged employees to become independent, adaptable, savvy and techno-literate. “CareerXroads -- Where Talent and Opportunity Connect on the Internet”, by Gerry Crispin, on how the web has revolutionized how employers and job seekers connect, and how innovations such as instant messaging, internet job previews, web interviewing, and eportfolios may change the way we do business. North Carolina Secretary of State Elaine Marshall, speaking on North Carolina’s economic growth, and how business, industry and education can be positioned for the future.

Concurrent and breakout sessions included :

“Creating and Teaching an Internet-Based Career Development Course”, by Dr. Marie Sumerel and Linda Greene – North Carolina State University, on how they created an undergraduate course from the technical and instructional perspectives.

“NC JobLink - One - Stop Shops”, by Michael Aheron – North Carolina Commission on Workforce Development, an expert in the development and implementation of the state wide One-Stop Career Centers, who shared relevant information for employer participants on maximizing utilization of the One-Stop Center.

“Employing International Students : Visas IOI”, by Gerry Collins – Research Triangle Institute and Ken Hatcher – Hatcher Law Firm.

“Virtual Staffing Strategies for Employers”, by Gerry Crispin - *CareerXroads* on building a business model for staffing success, developing an ROI for emerging technology, and benchmarking the competition.

“Emerging Technology for Teaching & Learning”, by Dr. Ron Vetter – University of North Carolina at Wilmington, on usage of new technology related to teaching and learning of college students.

“Mediation in the Workplace”, by Linda Smith – Research Triangle Institute, Neal Martin – UPS, and Michael Wendt – Dispute Settlement Center of Durham, on how corporations and colleges today are creatively and consciously resolving employee relationship issues among co-workers as well as managers and employees. This session will feature experts that actively apply mediation to successfully resolve personality issues in the workplace.

“Third Party Recruiting – Embrace or Avoid?”, by Traci Reston - IBM Corporation, Gordon Folger – Meredith College, Jim Ladson – Timken Inc., Carol Schroeder – North Carolina State University,

“NC Community Colleges and Datatel”, by David Dublin – Affiliated Computer Services Inc., Arimental Moseley – Guilford Technical Community College, and Pat Nash – Central Piedmont Community College, on the North Carolina Community College system/Datatel initiative to develop the software to computerized the system’s career centers to include on-line processes for job listings, electronic resume, on-line registration, recruitment, interactive video conferencing and a video library.

“NC Mentors”, by Robert C. Kanoy - UNC General Administration, on the **PATHWAYS** program, a joint effort of the State Department of Public Instruction, NC Community Colleges, the independent colleges and universities, the UNC campuses, the State Occupational Information Coordinating Committee (SOICC), and the State Education Assistance Authority. **PATHWAYS** provides early awareness and access to information (including career exploration and planning, academic preparation and planning, online applications for every NC college, and financial planning) and services needed to prepare children in North Carolina for a college education

NCACE Conference 2001 in Review ...cont'd

“Colleges and Companies – Innovative Marketing to Students”, Thom Rakes – University of North Carolina at Wilmington, Marjorie Ellis – Appalachian State University, Yolanda Lee – Wachovia Corporation, Donna Seckar – University of North Carolina at Greensboro, Ken Bansemer – Andersen

“Follow the fiberoptic cable to Atlanta”, by Rosita Smith – “Metropolitan” Atlanta Chamber of Commerce, who shared information regarding career connections for students with the Metropolitan Atlanta Area through a creative program known as Industries of the Mind (IOM). The focus of IOM is to bring both technology companies and technology talent to the metro Atlanta region. Rosita works to develop and implement initiatives to grow and retain technology talent to the region.

Entertainment and other activities included an Eco-Tour of the beach conducted by UNC-W biology students, a beach volleyball tournament, battleship tours, downtown shopping, and a Low Country Luau with music provided by the Hoggard High School Jazz Ensemble.



A scene from the beautiful beaches at Wrightsville.

Shagging on the Boulevard:
Above: Mary Beck White-Sutton
and Pam Brumbaugh.

Far Right: Jeff Nardo, Catching a Wave.

Immediate Right: Karen Thompson teaches the NCACE gang how to shag.





Passing the Gavel

Greetings to all NCACE members! My year as president flew by, and while I was very happy to turn the reins over to Marilyn Honeycutt, I do miss the connection I had with the board, committee chairs, and the membership in general. I liked being president (which should come as no surprise to those of you who know me well!).

I am proud of many things that we accomplished last year. The conference in Wrightsville Beach was outstanding—I have heard nothing but praise for the program, entertainment, and of course, the door prizes! The conference team, headed by Jeff Nardo and Mary Beck White-Sutton, deserves a great big THANK YOU for all of their work. And since we don't have a budget for gifts, that's just about all they got.

Speaking of budget, our treasurer, Kent Hester, has been working hard to bring NCACE up-to-date with our financial records. The treasurer role is a very difficult one to fill since most people don't even like to balance their own checkbooks, let alone budgets for 11 different committees. Kent has been a tremendous resource for NCACE, proving that he can do more than door prizes.

The leadership committee—well, they didn't really have a meeting last year, but the two co-chairs, Lydia Arledge and Mike Bailey, came up with a list of things to do for this year's committee. And since delegation is something every good leader should know how to do, GOOD JOB!

Last fall, Peggy Duncan and Kristy Abernathy put together a wonderful employer visitation for our members at Cisco Systems. It's a good thing we got that visit in when we did—companies in the tech sector may not be hosting many visits in the current economy. Philip Morris was our destination for the summer visitation—thank you, Noah Davis, for helping Peggy and Kristy organize the trip.

NCACE members should be much more professionally developed, at least in terms of legal issues, than they were a year ago. Jeff Henley and Jane Hertel put together a very-well-received presentation on the legal issues of HR and recruiting. Thank you, Jeff and Jane, and Nancy Lunsford, for volunteering a meeting site at RTI!

Thanks to Holly Sweat and Danny Torian, co-chairs of the Communications and Marketing committee, for their hard work. If you have been around NCACE for a while, you know that we have talked about getting a display unit and tablecloth for years. We have them now, and we are ready to use them, namely to attract more employer members to the organization. We love our current employer members, but we can always use more!

Speaking of membership, Mandy Collie and Sharon Jensen did a bang-up job with the directory and the database. Mandy really liked working on the database since she got to learn a new skill—Microsoft Access! Thanks to you both—I know that putting the directory together keeping track of everyone can be a headache, but you both rose to the occasion in fine form.

Joyce Edwards and Jerry Allen managed not only to solicit many award nominations (a first!), but to actually choose winners for all three of our awards. Great job! Congratulations to Carolyn Mark, Gordon Folger, and Enterprise-Rent-A-Car, our 2000-2001 winners.

Passing the Gavel...cont'd.

Kerri Day Keller and Beverly Marchi: the dynamic duo. Thanks to our technology team, we now have a functioning listserv and an updated web site. It's easier to stay in touch with each other now (and thank you, Beverly, for making "reply to sender" just that!) and communicate *NCACE-related information*. Sorry—I just couldn't resist one more dig.

One of my proudest moments as president was when we unveiled the electronic newsletter. *The Flying Ace* has flown into the digital age! Some of you may miss the paper copy, but keep in mind that the electronic version saves the organization literally thousands of dollars each year, and countless work hours on the part of the newsletter committee. And you can always print it if you want to hold it in your hands. Donna Seckar and Dana Sumner—thank you!! I love it when we save money.

I would like to acknowledge the work of Karen Kirchof, our historian. I don't think Karen was too keen on the idea of being historian (mainly because of the dozens of boxes of information and pictures the historian has had to tote around), but when she found out that she could get rid of the boxes, her attitude changed! Karen has done a wonderful job (both for NCACE and any future historians). Most of our historical data and pictures are now on CDs. We have a scanner, and will soon have a digital camera to make archiving and documentation of events easy. Karen promises that when she finishes her tenure this year, we will be down to one box of papers. Every team needs a "do-er" and we had Karen.

Lastly, a big thanks to Marcy Bullock for taking such excellent notes as secretary (she will be a great president next year!), to the executive committee that kept us on task (Brutus Jackson, Arimental Moseley, Mike Terry, Noah Davis, and Nancy Lunsford), and most of all to Marilyn Honeycutt, who agreed to take on this role. Next year at this time, she will be writing about a list of accomplishments that will dwarf mine.

All the best to my friends and colleagues in NCACE.

Jennifer



Left: New 2001-2002 NCACE President, Marilyn Honeycutt, thanks Jennifer Brooks, Past President for her service to NCACE.

Right: Marilyn Honeycutt begins her duties as President by introducing the NCACE board and committee members.





Above: Enterprise Rent-a-Car NCACE members, Meredith Goetz and Melanie Rights.



Right: NC Secretary of State, Elaine Marshall gives the keynote address during the closing of the NCACE Conference.



Above and Below: NCACE members gain valuable insights from the many sessions during the conference.



Right: Brian Newton, ECU and Kent Hester, NCSU.



Right: Kerri Day Keller, UNCA, Ronda Bryant, UNCA, and Marjorie Ellis, ASU enjoy the sunshine.



NCACE Outstanding Members

Outstanding Professional Award Gordon Folger

Gordon Folger was honored by her colleagues during the annual conference as the 2001 NCACE Outstanding Professional. Nominated by multiple NCACE members, she was cited as an accessible supervisor and mentor who is noted for her eagerness to train young professionals. One nominator noted, "She believes in an autonomous work environment, yet she is always available to review a difficult case and offer suggestions that will ultimately help the client. Many nights during the week she is in her office after hours working on projects that will bring attention to the educational and vocational programs of the Career Center. Whether she is trying to find creative ways to fund a needed project or trying to convince faculty members of the need of experiential opportunities in the curriculum of students, she is always thinking of the needs of clients."

Gordon is an active member of many professional associations including NCACE, NCCDA, NCCA, SACE, ACA, APT, ENCCA, NCCC, and Raleigh Professional Women's Forum. She is a National Certified Counselor and a NC Licensed Professional Counselor.

Gordon Folger's professional career spans many roles. These include Vocational and Personal Counselor at Fayetteville State University; Career Counselor and Consultant at the Charlotte Psychotherapy Institute in Charlotte; the Director of Volunteers at Hospice of Wake County in Raleigh; the Executive Director of The Women's Center in Raleigh; and her current position, Director of the Meredith College Career Center in Raleigh. As diverse as these roles may seem, they have all carried themes of counseling. She is proud to be a counselor and serves her profession extremely well. The NCACE Awards Committee was proud to present the Outstanding professional Award to Gordon Folger.

Submitted by:

Sam Beck

Director, Career Development, High Point University

Outstanding Service Award Carolyn Mark

Carolyn R. Mark, the Job Developer/Counselor in the Office of Career Services received the Furney K. James Outstanding Services Award at the North Carolina Association of Colleges and Employers (NCACE) Conference in Wrightsville Beach, North Carolina held May 1-4, 2001. The criteria for nomination is as listed below: The NCACE Outstanding Service Award recognizes outstanding service rendered to NCACE by a member or former member of the Association. Recognition is for one or more of the following: A significant contribution to NCACE through participation on committees or programs or attendance at NCACE functions.

Demonstrated leadership in NCACE for a significant number of years Development of a new program or concept with a positive impact on the Association. Carolyn has been a member of NCACE since 1992. At the last conference, she was nominated and voted in as secretary which is a two year term. She served on the Executive Board for two years as well as the following:

Co-chair, Annual Conference Program Committee

Co-chair, NCACE Newsletter (Editor) two consecutive years

Co-chair, NCACE Membership (two consecutive years)

NCACE Nominating Committee

While serving in these positions, Carolyn has made a significant difference to the Association (i.e., selection of speakers for the conference and polling the organization to insure the breakout sessions were consistent with the needs of the membership; great financial savings to the organization by the use of her desktop publishing skills; providing her knowledge of the membership to identify future leaders as well as providing focus and direction as a board member. She is active all organizational functions.

A quote from the person who nominated her, "Carolyn Mark is a person who represents the essence of NCACE as a career services professional, serving her students, her university and the employers that visit North Carolina A&T State University. She is an outstanding person who deserves the honor of the NCACE Furney K. James Outstanding Services Award."

Submitted by:

Joyce Edwards

Executive Director of Career Services and Experiential Learning, North Carolina A & T University

NCACE Outstanding Members...cont'd

Outstanding Employer Award Enterprise Rent-A-Car

The NCACE Outstanding Employer Award recognizes outstanding service rendered to NCACE by an employer of the Association. *This award is based on organizational involvement.*

Recognition will be for one or more of the following:

1. Continuous membership in the Association for a minimum of three years.
2. A significant contribution to NCACE (or NCPA) through participation as an officer, on committees, or attendance at NCACE or previous NCPA functions.
3. Demonstrated leadership in the Association for a significant number of years.
4. Sponsorship of conference events, workshops, visitations, etc. that provide a positive impact on the Association.
5. Participation in campus activities (job fair participation, leadership conferences, career seminars).

Nominations may be made by any member of NCACE or by the awards committee.

- This employer serves NCACE as a consistent sponsor with committee support and leadership from their personnel as well as financial gifts.
- Active employer on NCACE member school campuses.
- The recruiting team includes committed members.
- Their willingness to offer corporate sponsorship is well established within the history of NCACE conferences as demonstrated at this conference.
- Has served as panelists for employer forums and mock interview programs at recruiting universities.
- Offer their time to do a fantastic job of presenting to and working with students.
- They are enthusiastic and have a true commitment to helping entry-level candidates find their niche whether that niche is their company or not.
- They donate their time to educating and when a recruitment opportunity presents itself, they manage that time with tremendous care, sincerity, and professionalism.

As one of the recruiters from this company stated today, "Our philosophy is we build on relationships". The NCACE Employer Award for 2000 – 2001 is awarded to Enterprise Rent-A-Car. Congratulations!

Submitted by:

Joyce Edwards, Executive Director of Career Services and Experiential Learning,

North Carolina A & T University



2001 NCACE Outstanding Awards

Outstanding Employer Award
Hamilton Morales and Mandy Collie, Enterprise

Outstanding Professional Award
Gordon Folger, Meredith College

Outstanding Service Award
Carolyn Mark, NC A & T University



NCACE Members in Transition

Leon Warren, Sr. Retires

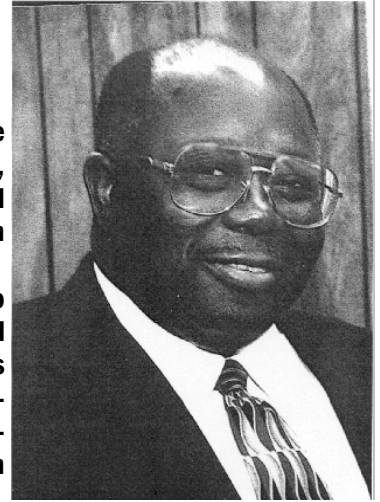
Leon Henry Warren, Sr. began his career with North Carolina Agricultural and Technical State University in 1972 after 12 years of service as a public school teacher, guidance counselor, and football coach. His initial appointment was assistant director of career planning and placement, where he worked closely with the late W. I. Morris (director) until his retirement in 1978.

As an A&T alumnus and former athlete, Leon took great pride in returning to the University to work with students. In 1979 he was appointed director of career planning and placement, and later associate vice chancellor of student affairs for career services. Over the years he has touched the lives of many students and corporate representatives as well. He planned, organized, supervised, and developed the Office from a staff of two people to one of eight professionals who work in a highly technical and competitive environment. Anyone who's been around him will hear the familiar phrase, "I surround myself with good people."

Through involvement in University committees and professional organizations, he honed his skills as an administrator and fundraiser. He has been the recipient of many awards, including the Distinguished Alumnus Award (NAFEO), Administrator of the Year (N.C. A&T), Performance Award (Division of Student Affairs), 100 Outstanding Aggies Award, and the Outstanding Professional Award (N.C. Association of Colleges & Employers) to name a few.

Leon Warren retires leaving the legacy of an office which is well known and respected throughout the country. In his words, that's "not bad for a po' boy trying to make it." He is married to Margaret C. Warren and they have two sons, Leon, Jr. (*wife, Camala; son, Leon III*) and Franklin (*wife, Lisa*).

Submitted by:
Carolyn Mark
Job Developer/Counselor, NC A & T State University



Jim Westmoreland Receives Promotion

Message from Jim Westmoreland...

The wonderful messages I have received from colleagues in NCACE demonstrate why participation in the organization's programs, employer visitations, conferences are so great as many friends and I have talked about my promotional opportunity since it was offered in late May. My new role as Associate Dean for External Affairs has me moving from the Student Life arena to the Academic Affairs area even though I already interacted with 70 of the 80 School of Business faculty on a regular basis. I considered this opportunity when presented as it would allow me to continue my work with employers and students. Having been associated with the university for 30 years, I have known many of the 11,000 alumni from the School of Business undergraduate and graduate programs since I interacted with them in classes or in the office for interviews and programs.

NCACE continues to be important as one can find no better group in North Carolina for collegial professional relationships. Having served in various roles Historian-two terms, Membership Committee, Conference Committees, Presenter, each visit with a colleague has been a wonderful opportunity to learn and grow with a special bond with each person.

NCACE Members in Transition

Lennie Barton Accepts New Position as the Assistant to the Dean and Director of Development

Charles Lincoln Barton better known as "Lennie," received his BS degree in Textile Management from NC State in 1977, his MS in Business Management from NC State in 1981, and his EdD in Higher Education Administration from NC State in 1987.

He has held four major positions since joining the College of Textiles staff in 1977.

- High School Recruiter from 1977 until 1981
- Alumni & Admissions Representative from 1981 until 1985
- Assistant to the Dean and Placement Director from 1986 until 2001
- Assistant to the Dean and Director of Development from 2001 - present

Lennie joined NCACE (known then as NCPA) in 1987. Since this time he has held many roles in the organization including:

- Conference Planning Committee - 1988,1989,1991,1992
- Membership Chair - 1989
- Executive Board - 1988,1989,1990, 1992, 1993
- Treasurer - 1990, 1991
- President - 1994-1995
- Past President - 1995-1996

During those years as a member of NCACE, has served in numerous leadership roles on associations, committees and councils outside of his normal duties at NC State.

Lennie is married with three children. Enjoys all sports, especially golf and basketball; church work; physical fitness and jogging. Former member of the Varsity Golf Team for NC State and was Three Year Academic All-Conference. He was recently selected as one of the 10 Best Amateur golfers in Raleigh, Durham and Chapel Hill area. His new responsibilities now officially include golf .

Submitted by:
Kent Hester

Best Resources

Check out the following resources that your colleagues are using on their campuses and in their offices. We would like to make this section, Best Resources, a consistent part of your newsletter. Please send your "Best Resources" to sumnerd@meredith.edu and we will post them in the next publication of the newsletter.

Websites:

- [The Virtual Interview \(on Monster.com\): http://interview.monster.com](http://interview.monster.com)
Beverly Marchi, Assistant Director
NC State University Career Center
- [Career Pro News: http://tools.hitbox.com/bin/tellafriend/tellafriend.cgi?client_id=31022&tool_instance_id=3&action=tell](http://tools.hitbox.com/bin/tellafriend/tellafriend.cgi?client_id=31022&tool_instance_id=3&action=tell)
Jeff Nardo, Career Services Coordinator
Coastal Carolina Community College



Legal Workshop

Twenty three budding paralegals descended on Research Triangle Institute to explore ethical and legal issues on Friday, July 20 from 10-3pm. Bruce Clarke led us through topics ranging from diversity in hiring and the family and medical leave act to exploding offers and at will employment. He also moved us from the letter to the application of the law and presented several scenarios. Contentious arguments ensued and the resulting brouhaha led to the first ever tear gas canister exploding on the floor of Dreyfuss Auditorium - just kidding (I wanted to see if you were still paying attention). For instance, what would you do in the following scenario. A company offers a student a job in October and both the student and employer sign a letter. The student receives a signing bonus and is promised a starting bonus. The company tells the student that they are going to start on September 1. The student moves to a new city to start the job and settle in on August 15. On August 18, the company extends the start date by one year. What are the legal and ethical issues that impact this situation? Well you would know if you attended the workshop!! The answers are on page???

Despite what you may hear to the contrary, the door prizes were the best EVER awarded and I believe that we are about the only professional organization that will spend significant amounts of time looking under a chair at our gatherings. A very special thanks goes to Bruce Clark for donating his time, Jane Hertel for coercing him to do so and Nancy Lunsford for doing the 50,000 things to assure that the day flowed smoothly, people were fed and Pat Williams didn't get into any secure areas.

Answer:

There is no legal issue with the possible exception of a portion of moving expenses. Just as a new employee can decide on the first day not to show for a company, companies can decide not to employ someone. There may be ethical issues about the right way to treat someone and this varies depending on the company and what is negotiated.

Submitted by:

Jeff Henley

Associate Director, MBA Career Services, UNC-Chapel Hill Kenan-Flagler Business School

2001-2002 Board and Committee Members

The North Carolina Association of Colleges and Employers is a professional association dedicated to bringing together all facets of the business, industrial, governmental and postsecondary level educational institutions within North Carolina which are involved in recruitment, employment, and utilization of personnel.

2001-2002 BOARD MEMBERS:

President: Marilyn Honeycutt, Director, Human Resources, Corporate Greensboro, VF Jeanswear

President—Elect: Marcy Bullock, Director, College of Agriculture and Life Sciences, NCSU

Past President: Jennifer Brooks, Associate Director, MBA Career Services, UNC-Chapel Hill Kenan-Flagler Business School

Secretary: Carolyn Mark, Job Developer/Counselor, NC A & T Office of Career Services

Treasurer: Kent Hester, Associate Director, Student Services, NCSU College of Textiles

2001-2002 COMMITTEE MEMBERS:

Conference: Jeanette Moss, Holly Sweat; *Historian:* Karen Kirchof; *Communications/Marketing:* Debbie Bouton, Julie Brown; *Leadership:* Karen Thompson; *Awards:* Gordon Folger, Carolyn Mark; *Professional Development:* Carmen Dorsey;

Technology: Kerri Day Keller, Beverly Marchi; *Employer Visitation:* Leslie Rand-Pickett, Kristy Abernathy; *Newsletter:* Dana Sumner, Jonathan Pender; *Membership:* Ember Roberts, Mandy Collie

Best Resources...cont'd.

- **Book:** Major in Success: Make College Easier, Beat the System, and Get a Very Cool Job by Patrick Combs. This book is excellent for college students. It's written by a 28-year old and is a fast read. He discusses the importance of internship experience by highlighting examples such as Tabitha Soren from MTV. Also, he shares what is going through recruiters' minds as they're reading resumes and interviewing college students. In the very front of the book (even before the title page), twenty-six readers, all college students and recent grads, tell how this book has helped them. Desk copies are available from Ten Speed Press.
- **Software:** Resume Maker Deluxe from Individual Software
This software has templates for 15 different types of resumes and has samples of resumes for over 180 occupations. It also has 25 different headings to choose from and 25 different format styles to choose from so not every student's resume looks alike. Once students create their resume on this software, the program then lets them post it on all the major internet resume banks with just a few clicks if they wish to do so. There are also samples and templates for cover letters and other job search correspondence. The most interesting feature of this software is the virtual interview. Students can view an actual interview between an employer and a candidate (25 common interview questions). Students hear a rationale behind each question and an appropriate answer to those questions. Finally, there are video clips of expert advice on salary negotiations and benefit information. I've been using this software in my office for two years now and the students really like it, especially those underclassmen who have never put together a resume before. The business license costs approximately \$400/year and any new versions that come out before your license expiration are automatically sent to you to upgrade for no additional charge.

*Lori Bumgarner, Director of Career Services
Methodist College*

North Carolina Career Events for 2001-2002

For information concerning career fairs and related events in North Carolina view www.ncace.org/career_fairs.htm.

To list or update your upcoming career and job fair information please submit an online form at www.ncace.org/list_fair.htm.

Happenings

Human Resources Seminar

The Wayne County Human Resources Association is sponsoring a Human Resources Seminar on October 19th at Mt Olive College from 8:30AM to 2:30PM. The seminar will cover current legal HR issues from hiring to insurance to labor law. The speakers will be lawyers that specialize in HR law. The Cost of the seminar will be \$25 (this may change due to the cost of lunch). If you are interested please e-mail Mike Bailey at Michael.Bailey@southernbank.com. He will send you the registration form.

Basic Mediation Training Workshop

A Basic Mediation Training Workshop is scheduled for October 12-14 at the Abiding Savior Lutheran Church, 1625 South Alston Avenue in Durham (Friday, October 12, 9am-6pm; Saturday, October 13, 9am-6pm; Sunday October 14, 2-6pm).

This workshop will be presented by Michael D. Wendt, former presenter at the NCACE 2001 Conference. Mike has worked in the conflict resolution field for over 18 years. He is a mediator, group facilitator, and conflict resolution trainer, having trained over 800 mediators. He has provided mediation and conflict resolution services to Corporate, Government, Non Profit, Church, and Community arenas.

Skills learned during this workshop will include: mediation techniques, effective listening, remaining neutral, asking questions, dealing with difficult people, process design, use of ground rules, and discerning positions from interests.

Tuition is \$250 for the three day workshop. For further questions please contact Mike Wendt at mdwendt@gte.net or 910 620 8866.