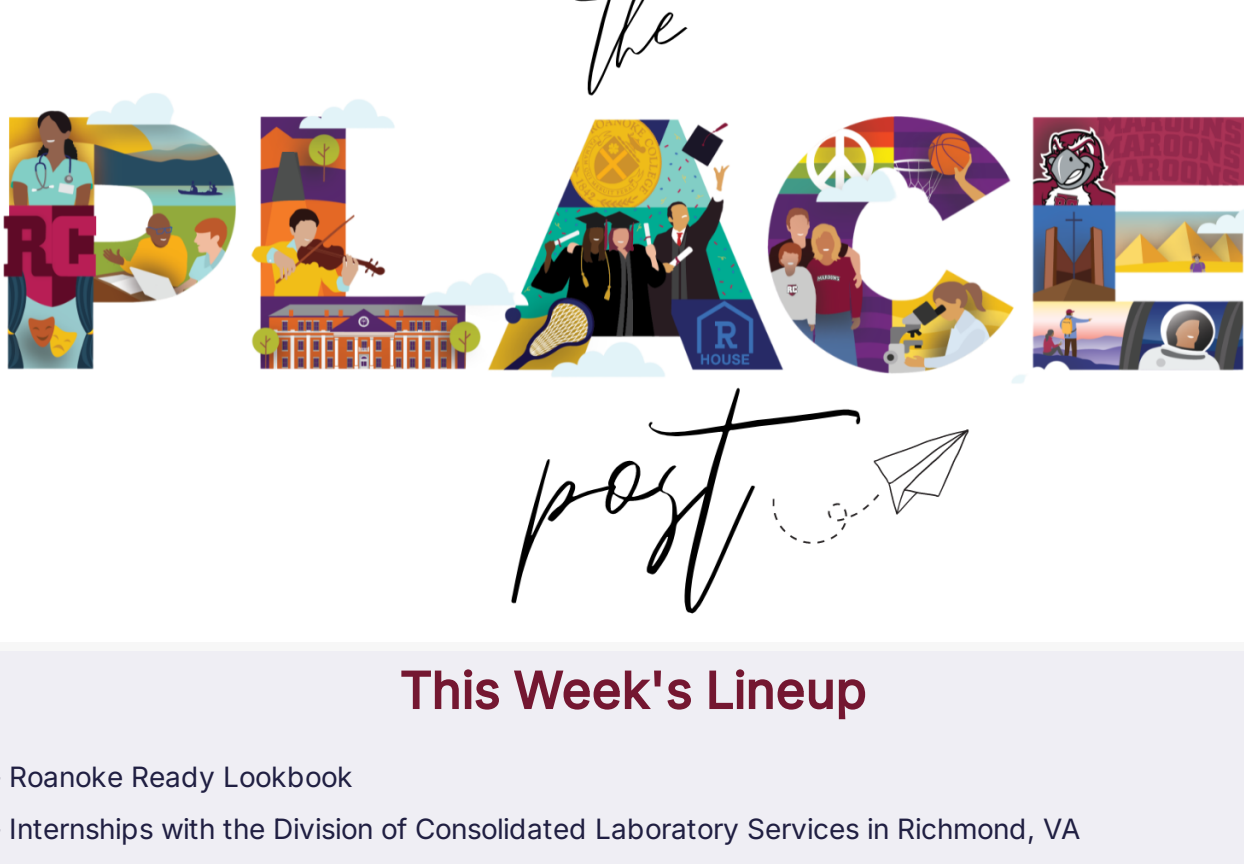




## This Week's Lineup

- Roanoke Ready Lookbook
- Internships with the Division of Consolidated Laboratory Services in Richmond, VA
- 2024-25 Career Planning Guide
- Monthly information session with the US Department of State
- Fairfax County Public Schools Instructional Fair
- Prep with Big Interviews
- Build new skills with a Forage project over the break!
- CliftonStrengths
- Job and Internship Openings
- Handshake Highlights

Stay connected with us through the [PLACE group](#) on LinkedIn!

## Finish Strong!

Happy New Year from PLACE! 🎉

As you enjoy the final week of winter break, we hope you're taking time to recharge, reflect, and set your sights on the opportunities ahead. The spring semester is a perfect time to explore your goals, build your network, and gain new experiences. Whether you're planning your next internship, fine-tuning your resume, or exploring career paths, we're here to support you every step of the way. Let's start the new year strong together—stop by, connect with us, and let's make this semester one to remember!

@ ROANOKE COLLEGE

Explore.  
Connect.  
Succeed.

### CAREER SUCCESS LINEUP

- Launch Lab, Thursday, January 8th – 11th
- Career Week, February 17th-21st
- Education Pathways Fair, Wednesday, March 19th, 11 AM – 2 PM
- Backpacks to Briefcases workshop, April 1st at 12 PM

### CAREER WEEK

FEBRUARY 17TH - 21ST

#### Health Careers Expo

- February 18
- 4:30-8:30 PM
- Wortmann Ballroom

Meet from graduate schools and learn more about graduate health programs.

#### Spring Job & Internship Fair

- February 19
- 5:00 - 8:30 PM
- Colket Center

Meet recruiters, explore internships, and land your next opportunity!

#### Educating Children with Chronic Illnesses

- February 20
- 8:30 AM
- Hinkle Hall

Learn from an Education Support Navigator about hospital educators, SQAEP planning, and supporting childhood cancer survivors.

### OPPORTUNITIES LAUNCH

Your CAREER

ROANOKE COLLEGE

## Roanoke Ready Lookbook

Check out our Roanoke Ready Lookbook! This resource includes tips and tricks to promote your authentic self in a professional setting. Find it [here](#) and on Handshake!

## The Division of Consolidated Laboratory Services (DCLS)

DCLS offers a wide variety of unique laboratory testing services in support of public health, environmental protection, food safety and emergency response for the Commonwealth of Virginia. DCLS performs over 9 million tests each year to ensure the safety and health of Virginia's citizens, our food supply, and our environment.

2025 DCLS Summer Internship Program includes opportunities in the following areas/laboratories:

- Biological Emergency Preparedness
- Chemical Emergency Preparedness
- Clinical Microbiology
- Environmental Microbiology and/or Chemistry
- Food Microbiology/Food Safety
- Genomic Epidemiology
- Immunology/Virology
- Infectious Disease Pathogen Detection
- Informatics and Data Analytics
- Laboratory Administration
- Newborn Screening
- Pathogen Genomic Sequencing
- Quality Assurance/Safety/Auditing
- Training/Communications/Media/Lab Systems

DCLS internships are open to rising junior or senior undergraduates, recent college/university graduates, and graduate students. The applicant must be a Virginia resident or attending a Virginia college or university. Candidates will be screened in a pool based on their education level. All selected interns will be compensated.

Internships take place at our laboratory in downtown Richmond, Virginia during the summer, beginning as early as May, as a full-time (~40 hour/week) commitment for approximately 10 – 12 weeks. The exact internship start and end dates will be coordinated with the specific internship mentor.

The application for the 2025 internship program is now open through January 19th. Students interested in an internship at DCLS would be advised to check the website below for additional information. Applications are posted at this link:

<https://dgs.virginia.gov/division-of-consolidated-laboratory-services/dcls-jobs/internship-program/>

Reach out to [DCLSIternship@dgs.virginia.gov](mailto:DCLSIternship@dgs.virginia.gov) with any questions you may have!

## 2024-2025 Career Planning Guide

We are excited to share the updated [Career Planning Guide](#) for the new academic year! This comprehensive resource is available 24/7, providing you with everything you need for your career development journey, including:

- A 4-year plan to help you build a strong resume
- AI-powered career development resources
- Essential tips for navigating your job search
- So much more!

Access the guide anytime to stay on track and make the most of your academic and career opportunities. Your future starts now!

## Big Interview - On-Demand Interview Practice!

Want to spend your summer prepping for your next interview? Check out our new virtual resource - [Big Interview](#) - to prep for the dreaded "Tell me about yourself" question. Big Interview is an online system that combines training AND practice to help improve your interview technique and build your confidence.

### HOW TO ACCESS BIG INTERVIEW

STEP 1: Go to <https://roanoke.biginterview.com/> and click "LOGIN".

STEP 2: Enter your Roanoke College credentials.

STEP 3: Start using Big Interview.

Want feedback on your practice? [Schedule a "Mock Interview" appointment](#) with PLACE and send us your video!

## The Forage

Looking to build new skills to add to your resume during the break? Check out the Forage!

Forage can be a great way to get ahead in your career. Forage provides free, online virtual experience programs created by Fortune 500 companies to provide you with the insights and skills you need to succeed in your job search and the start of your career.

These Career Quizzes are also available for help determining potential career paths:

[Forage General Career Quiz](#)

[Forage STEM Careers Quiz](#)

[Forage Business Careers Quiz](#)

[Forage Creative Careers Quiz](#)

Please note, this is a third-party platform not supported by Roanoke College, and you should review the data collection statement on the landing page prior to joining. You can opt out of sharing your details with any of the firms whose projects you complete. Let us know if you have questions as you explore opportunities and [schedule an appointment](#) with PLACE to incorporate your completed projects into your resume.

## CliftonStrengths Platform

Have you completed the Strengths assessment already? Learn more about your [top 5 Strengths on the new platform](#) - from the home page, you can scroll down and click "learn more" for each strength. The new CliftonStrengths Top 5 report is here for you. Check out the quick videos to discover more about what your strengths mean! You can schedule an appointment with PLACE to talk more about how these strengths relate to you as a student and beyond.

Achieve more in 2025 by using your strengths to help you set and achieve your goals. Check out the resources below to discover how to connect your talent with your aspirations to reach new heights.

Our best goal-setting resources for you:

[Use your strengths to set achievable goals.](#)

[Learn how to set goals at work that lead to higher performance.](#)

[Reframe your wellness goals for 2025 with strengths in mind.](#)

Haven't completed Strengths yet? [Request a code](#) to discover more about your unique strengths and how they set you apart.

## Job and Internship Opportunities

Want to know about these opportunities first? Be sure to join the [PLACE group on LinkedIn!](#) Find out more on the platform.

Virginia Department of Environmental Quality (DEQ) Summer Internship Open House for sophomores and juniors on January 28th from 9:15 AM - 12:30 PM. [Learn more](#) and register [here](#).

### Salem YMCA Afterschool Program Opportunities

The Salem Y has programs in South Salem Elementary, East Salem Elementary, West Salem Elementary, GW Carver Elementary and Fort Lewis Elementary Schools. Our program starts at the end of the school day, 2pm, and runs until 6pm. We offer the children large muscle activities, homework help, snack time, and enrichment activities. When schools are closed, we operate at the Salem YMCA where we have lots of fun activities including gym time, swim, art, science and more.

With employment you receive a free membership that applies to our Salem, Kirk, Botetourt, Gainsboro, and Rockbridge YMCA's. If you are looking for meaningful employment where you can help children grow, and are available Monday - Friday from 2-6pm, or any combination of those days, please contact Amy Ralston at [aralston@ymcavbr.org](mailto:aralston@ymcavbr.org) or call 540-387-9622.

### Research Analyst under the Research Analyst Program at IMF

Great opportunity for students interested in economics, finance, math, and business.

Registration Open NOW through January 30 for the February Foreign Service Officer Test (FSOT):

Ready to take the first step to becoming a Foreign Service Officer? Registration is now open [here](#) through January 30 for the February 8th-15th testing window. Testing can be done online or in person at a PearsonVue testing center. Don't forget to demonstrate [these Dimensions](#) in the Personal Narratives you submit along with your registration - these are as important as the test! Want to learn more about the steps to becoming a Foreign Service Officer? Click [here](#).

### Fellowship News

**CLOSING THIS MONTH: Foreign Affairs IT (FAIT) Fellowship is still open through January 21, 2025.** This merit- and need-based fellowship program is for talented individuals who want to pursue an IT-related undergraduate or graduate degree and serve in the Foreign Service as an IT professional. The two-year program provides academic funding, two paid summer internships, professional development, and mentorship - culminating in an appointment to the Department of State's Foreign Service as a Diplomatic Technology Officer (DTO). Information about the FAIT Fellowship and how to apply, as well as the DTO career, can be found on the [FAIT Fellowship website](#).

### Student Programs News

**Rangel Summer Enrichment Program:** The [2025 Rangel International Affairs Summer Enrichment Program \(SEP\)](#) application is open through February 5, 2025. SEP is a unique six-week summer program designed to provide undergraduate students from diverse backgrounds with the strong foundation to understand current issues and trends in international affairs, the various career opportunities in international affairs, and the practical skills needed to pursue these careers. The 15 SEP participants live at Howard University dorms, attend classes in economics and U.S. foreign policy, participate in an intensive, non-credit bearing writing seminar, and engage in a multiple activities and site visits with foreign affairs professionals at various locations around DC. Participants receive travel, housing, and a stipend. The program focuses heavily on Foreign Service and Civil Service career opportunities with the Department of State. You can learn more about the upcoming virtual sessions on the Rangel Program events page [here](#).

**Coming Soon: The Fall 2025 Student Internship Program (SIP) application** will open February 3 - 10, 2025 or until the first 4,000 applications are received. Learn more about this PAID, 10-week internship program and sign up to receive notification when the application opens: <https://careers.state.gov/interns-fellows/student-internship-program/>.

### Camp Caribou - Winslow, ME. Seeking Summer Athletic Coaches

We offer instruction in a wide variety of land and water sports to boys aged 7-15. We are currently seeking athletic coaches for the upcoming summer. The dates run from June 10th to August 7th, 2025. The salary range is \$3000 to \$4250 for the summer season. All food, lodging, and laundry is covered, and all travel expenses are reimbursed. Learn more [here](#).

If you are interested in becoming a coach at Camp Caribou, you can contact Alex Rotman, Camp Director, anytime at 207.872.9313 or at [alex@campcaribou.com](mailto:alex@campcaribou.com). For more information, please check out [www.campcaribou.com](http://www.campcaribou.com) or the introductory video: [Camp Caribou Introduction](#). Ready to apply? You can do so through the following link: [Staff Application](#).

### Roanoke City Summer Intern

[Now Accepting Applications: 2025 Summer Student Intern \(Paid\)](#)

#### REQUIREMENTS:

- Student in final semester or equivalent of an Associate's degree program with plan to pursue a Bachelor's degree
- Recent Associates Degree graduate with plans to pursue a Bachelor's Degree
- Rising Junior of Bachelors program
- Rising Senior of a Bachelors program
- Recent Bachelor's Degree Student (Within 2 years)
- Graduate Student

[Apply Today: www.roanokeva.gov/jobs](#)

Deadline to apply: February 14, 2025

## Handshake Highlights

**Junior System Analyst with Advanced Oxygen Therapy, Inc. in Roanoke**  
<https://roanoke.joinhandshake.com/jobs/9533009>

The Jr. IT Systems Analyst plays a vital role in enhancing and maintaining IT systems. This position involves analyzing current systems and processes to identify improvement areas, collaborating with stakeholders to gather and document requirements, and supporting the design and development of new functionalities. Key responsibilities include system testing and validation, providing technical support to end-users, and preparing detailed documentation of system specifications and workflows. Additionally, the role includes generating performance reports, overseeing supplier relationships, and assisting in developing IT asset management policies and procedures. This position is perfect for a recent graduate or someone early in their career who is eager to learn and grow within a dynamic and supportive environment.

Candidates should have:

Associate degree in Computer Science, Information Technology, or a related field required. Bachelor's degree preferred.

Strong analytical and problem-solving skills.

Familiarity with system development life cycle (SDLC) methodologies.

Basic understanding of programming languages and database management.

Excellent communication and interpersonal skills.

Ability to work both independently and as part of a team.

Experience with data analysis tools and techniques.

Knowledge of project management principles.

Prior experience in a similar role or internship.

Applications close February 3, 2025

**Remote Sports and Race Initiative Curatorial Internship with Smithsonian National Museum of African American History and Culture**  
<https://roanoke.joinhandshake.com/jobs/9533007>

Desired Majors and Areas of Study: History, African American Studies, Museum Studies, Anthropology, Sociology, and Sports Studies

The Office of Curatorial Affairs (OCA), including the Centers, facilitates the intellectual work of the Museum by collecting artifacts, ensuring collection preservation and stewardship, conducting research and scholarship, and sharing the rich history and culture of African Americans and all people of African descent with a diverse public in accessible, multifaceted ways including exhibition, digitization, and education.

The Culture division of OCA documents, collects and preserves information and materials related to the cultural heritage of African Americans and other select groups, whose actions have influenced and/or contributed to the African American experience, including those associated with the African Diaspora. Specific areas of focus include: sports, music, the performing arts, oral history, literary arts, dress and textiles, decorative arts, foodways and folklore in their many diverse forms.

The Sports and Race Initiative Curatorial Intern for the Sports and Race Initiative will assist the Supervisory Curator of Sports and other members of the Sports and Race Initiative team with exhibition-related tasks including object acquisition, and program-related activities. They will conduct research and work on a variety of projects involving the permanent collection, and sports-related programming. This internship is principally designed to help interns engage one of the most important aspects of curatorial work: collecting objects. Some projects will overlap with other departments, enabling interns to gain broad exposure to other areas of museum operations. The intern will develop their professional communication skills and learn about how historical research is conducted, and how public history is differentiated.

**Assistant Grower Intern with Metroline Greenhouses in Huntersville, NC or York, SC**  
<https://roanoke.joinhandshake.com/jobs/9524166>

Are you ready to start a career as a Horticulturist? Come grow with us! This is an exciting opportunity to work at our facilities where you can gain hands-on experience with leading experts in the field!

The Assistant Grower Intern will have the opportunity to explore all stages of growing plants from propagation to finish with a focus on proper nutrients, lighting, and pest management.

Ability to understand and carry out daily assignments and priorities from the grower and other team members.

Knowledge of irrigation systems is preferred. Ability to learn crop needs and be able to adjust intervals and duration as required. (It is a process we will help you with during training.)

Apply chemical pesticide applications and growth regulators as directed by the grower and in accordance with OSHA and company safety procedures. We will provide the appropriate training and educational sessions to help you accomplish those goals.

Daily assessment of crops to identify any disease, insect problem or abnormalities. Issues must be reported to the other team members.

Work with growers and the rest of the great team to identify new ways to improve processes in the areas of logistics and placement. Test and document new methods.

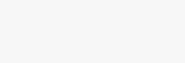
Keep your work area clean, including walkways and work areas, each day.

#### Details:

Duration: Approximately 8 -12 weeks.

Must be currently enrolled in an accredited college and be a rising junior or senior obtaining a degree in Horticulture, Agriculture, Biology or related fields preferred.

Did you know? 24/7 Resource



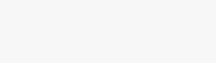
There are 19,000 jobs and internships currently posted to Handshake.



Have a career question? Want to see example resumes or cover letters? Check out the "24-25 Career Planning Guide."



Check us out on Facebook, Instagram, and LinkedIn.



Need a quiet space to work or interview? Contact us to reserve the sunporch or studio!

Have questions?  
[Schedule an appointment through Handshake](#)



Fowler Alumni House  
202 Macey Way, Salem, VA  
[place@roanoke.edu](mailto:place@roanoke.edu)

Designed with BEE