

CAREER SERVICE 2009

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Career Development

WHAT IS THE CAREER SERVICE?

The Career Service is a service of career guidance for all Domus Academy students.

The aim is to help them in the crossing towards the professional world through education, orientation, assistance and tutoring.

WHAT DOES THE CAREER SERVICE OFFER TO THE STUDENTS?

1. TRAINING DAYS

1.1 HOW TO INTRODUCE YOURSELF TO A COMPANY/STUDIO

1.2 HOW TO PREPARE THE PORTFOLIO

1.3 HOW TO OPEN YOUR OWN ACTIVITY

2. ORIENTATION MEETINGS WITH THE STUDENTS

3. JOB PLACEMENT SERVICE

4. ADDITIONAL SERVICES

1. TRAINING DAYS

1.1. HOW TO INTRODUCE YOURSELF TO A COMPANY/STUDIO

- a. How to prepare your Curriculum Vitae*
- b. How to prepare the motivation letter*
- c. The target research*
- d. How to find job opportunities*
- e. How to manage a contact*
- f. How to tackle an interview*

2. ORIENTATION MEETINGS WITH THE STUDENTS

They are meetings settled to help the students to define their professional aims considering their cv, background, attitudes and the opportunity the job world is offering.

They are performed with:

a. **Director/Tutor**: for the choice of the realities which match with their profiles and the overview of the portfolio

b. **Sara Banzatti** (Career Development):

for the revision and the correction of the material (cv and motivation letter) and the planning of the following contact with the Company/ Studio

3. JOB PLACEMENT SERVICE

3.1 IDENTIFICATION OF THE STUDENTS POTENTIALITIES

3.2 COLLECTION OF THE STUDENTS MATERIAL

3.3 REVISION OF THE STUDENTS MATERIAL

3.4 USE OF THE CONTACTS

The aim of this service is to offer a support for entering the job market to all the students providing an internship opportunity.

IMPORTANT!

It is to be considered that, here in Italy, it is not very easy to find immediately a real job. Usually, at first there is an internship period that can turn into a job.

3. JOB PLACEMENT SERVICE

3.1. IDENTIFICATION OF THE STUDENTS POTENTIALITIES

- **Overview of the technical and creative abilities**

- **Eligible Positions:**

 - MILD: Interior Designer, Architect, Designer

 - MFD/MAD: Stylist, Fashion/Accessories/Jewelry Designer, Trend Researcher, Cool Hunter/Trend Setter, Visual Merchandiser, Fashion Journalist

 - MD: Designer, Architect, Graphic Designer

 - MUMAD: Architect, Urban Planner

 - MBD: Analyst, Product Manager, Activity Owner

 - MID: Interaction Designer, Graphic Designer, Multimedia

 - MCD: Car Designer, Designer

- **Results obtained during the whole year**

- Added Values:

- a. Computer skills
- b. Languages
- c. Background and working experience
- d. Multiculturality/Cultural Fit
- e. Interest/ distinctive features: Art, Video...
- f. Availability to travel
- g. Personal attitudes (ability to be on time, problem solving, teamworking, leadership...)

3. JOB PLACEMENT SERVICE

3.2. COLLECTION OF THE STUDENTS MATERIAL

Who is interested in using the Career Service has to deliver:

- **Curriculum Vitae**
- **Motivation Letter**
- **Portfolio**
- **Desiderata:**
 - Country of destination
 - Name of Studios/Companies he/she is interested in
 - Position he/she would like to hold

3. JOB PLACEMENT SERVICE

3.3. REVISION OF THE STUDENTS MATERIAL

- When the Career Service receives the material, it makes a check and corrects it in order to send it to the Company/Studio.
- After the revision, the Career Service gives a feedback about it to the student and then they meet to decide how to move.
- A calendar is scheduled in order to dedicate the necessary time to all the students.

3. JOB PLACEMENT SERVICE

3.4. USE OF THE CONTACTS

- Dependently from the students needs, the availability of the Companies/Studio and the opinion of the department, the Career Service contacts the Company/Studio to arrange an interview and successively calls them in order to know the feedback.
- If the response is positive, the Career Service provides the documents to promote the internship

4. ADDITIONAL SERVICES

- Agreement with 4Stars: Agency for the **internship promotion**
- Collaboration with **Recruiting Agencies** to whom I will send the CV
- **Alumni Network**