

# PURSUE YOUR GOALS



HOW DO I  
GET THERE?

## College Support Program Career Readiness & Job Search Resources 2024

### External & Internal Online Resources 2024

#### Support with Building Professional Documents & Interviews

1. [Livecareer.com](https://www.livecareer.com/): provides templates and examples of resumes and cover letters for various fields, industries, and interests (<https://www.livecareer.com/>)
2. [Resume Power Verbs](https://careers.rutgers.edu/news/power-verbs-strengthen-your-resume): helpful verbs to strengthen bullet points on your resume and add variety to the language used on a resume or in a cover letter (<https://careers.rutgers.edu/news/power-verbs-strengthen-your-resume>)
3. [Resume Blueprints](https://careers.rutgers.edu/news/resume-blueprints-career-communities): PDF samples of resumes from RU students over the years, organized by career interest communities and available to download (<https://careers.rutgers.edu/news/resume-blueprints-career-communities>)
4. [Cover Letter + Professional Email Template](https://careers.rutgers.edu/news/cover-letter-thank-you-and-connection-email-etiquette): some tips and templates for writing a professional email and/or cover letter (<https://careers.rutgers.edu/news/cover-letter-thank-you-and-connection-email-etiquette>)
5. [Interview Questions Prep Support](https://careers.rutgers.edu/news/fundamental-interview-questions-you-should-know): common interview questions to review and practice in front of a mirror or with a friend, mentor, or by recording yourself to give yourself feedback! (<https://careers.rutgers.edu/news/fundamental-interview-questions-you-should-know>)
6. [Getting Ready for an Interview](https://careers.rutgers.edu/news/prepare-interview-process): helpful tips for how to get ready for a virtual or in-person interview (<https://careers.rutgers.edu/news/prepare-interview-process>)

#### Job and/or Internship Search Engines, Indexes, & Programs

1. [Rutgers Handshake](https://careers.rutgers.edu/#handshake): free to current RU-NB students and alumni; log in using your netID and password (<https://careers.rutgers.edu/#handshake>)
2. [Disability Solutions @Ability Beyond](https://www.disabilitytalent.org/jobseekers): includes a job search engine that highlights full and part-time positions posted by organizations vetted to be inclusive of people with disabilities, plus sections with webinars and other resources to help with career readiness skills like interviews, resumes, and more! (<https://www.disabilitytalent.org/jobseekers>)
3. [Disability:IN Corporate Partners](https://disabilityin.org/who-we-are/corporate-partners/): corporations around the globe who have been vetted as disability-friendly and partner with Disability:IN to intentionally recruit, train, and advance talent with disabilities (<https://disabilityin.org/who-we-are/corporate-partners/>)
4. [Disability:IN Equality Index](https://disabilityin.org/what-we-do/disability-equality-index/): “the leading independent, third-party resource for the annual benchmarking of corporate disability inclusion policies and programs” that can help individuals with disabilities discern which companies might be a good fit based on their ranking and the programs, initiatives, etc. available at those companies (<https://disabilityin.org/what-we-do/disability-equality-index/>)

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5. [Human Rights Campaign \(HRC\) Corporate Equality Index](#): the HRC's benchmarking tool for companies' policies, practices, and benefits pertinent to LGBTQ+ employees that can be used to discern which companies might be a good fit if these policies, practices, and/or benefits are important and/or relevant to your needs or values (<https://www.hrc.org/resources/corporate-equality-index>)
6. [HRC Employer Search](#): find employers in a given city, state, or zip code whose policies, practices, and/or benefits create inclusive environments for LGBTQ+ employees to help find companies that could be a good fit for you if those policies, practices, and/or benefits are important and/or relevant to your needs or values (<https://www.hrc.org/resources/employers>)
7. [Disability:IN Early Career Talent Accelerator](#): a hybrid mentoring and training program that provides people with disabilities with essential insights, knowledge, and training for accelerating their careers designed by employees and leaders with disabilities working in the corporate world (<https://disabilityin.org/what-we-do/early-career-talent-accelerator/>)
8. [Disability:IN NextGen Leaders Program](#): a free virtual mentoring program for current students and recent alumni in undergraduate, graduate, and law school programs with a focus on upskilling and job placement (<https://disabilityin.org/what-we-do/nextgen-leadership-program/>)
9. [DiversityComm](#): electronic magazines available for free subscription, plus a job search engine that features listings from organizations that value diversity of all types in the workplace (<https://diversitycomm.net/>)
10. [Workforce Recruitment Program](#): "a recruitment and referral program that connects federal and private-sector employers nationwide with highly motivated college students and recent graduates with disabilities who are eager to demonstrate their abilities in the workplace through summer or permanent jobs"; the application for this free program typically opens in August and closes mid-October (<https://www.wrp.gov/wrp>)
11. [NJ Governor's Internship Programs](#): offered year round (<https://nj.gov/governor/admin/internship.shtml>)

### Articles & Other Helpful Quick Links

1. [Career Map for Students on the Spectrum](https://iu.pressbooks.pub/careermapforstudentsonthespectrum/): an interactive step by step guide for thinking about looking for internships (or jobs!) specifically designed for students on the spectrum (<https://iu.pressbooks.pub/careermapforstudentsonthespectrum/>)