

Career Services Spring 2021 Operating Information

To best serve our students, Career Services will be operating both in person and virtually for the Spring semester. For clarity or information on how to receive career support, please contact our office at careers@ithaca.edu or call 607-274-3365.

If you prefer virtual appointments, you can schedule a **Career Check-In** appointment. These appointments will be offered **Monday through Thursday from 12-2 pm**. Students can schedule 15 minute drop-in appointments with our Peer Career Advisors via [Handshake](#) for help with resumes, cover letters, job & internship search, interview prep, graduate school, and general career support. Career Coaching Appointments for more intensive needs will be offered virtually with professional staff and can be arranged by contacting the CS office.

For students wishing to visit in-person, **Peer Career Advisors** will be available **Monday through Thursday from 12-2 pm** for staggered **Drop-Ins** with students. There will be a maximum of 2 drop-ins occurring in the Resource Room at once (total of 4 people in the room, distanced). Students that are wishing to have an in-person drop-in will need to look in the Resource Room window and identify whether one of the two chairs designated for drop-in appointments is available. If both chairs are being used, we will have two labelled waiting circles outside of the window in the career hallway. Once there is an available seat, a staff member will come out and grab the next person in line.

Again, for those with more intensive needs who would like to meet in-person, please call or email to schedule an appointment with one of our career professionals.

Career Services is thoughtfully and carefully restructuring our services to best meet the needs of our students. We are taking every necessary precaution to ensure that our office adheres to strict safety protocols and social distancing. Masks are required in any shared spaces. Waiting areas will be clearly designated. Social distancing will be strictly enforced. Safety for our staff and students is of the utmost importance.

We are here to support your career journey in any way that we can. Please feel to reach out should you need any further support. Please stay positive, stay focused, and stay healthy.

Individuals with disabilities requiring accommodations should contact Career Services at careers@ithaca.edu.