Individualized Job Placement Plan*
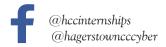
The students can meet with the Internship and Job Placement Specialist to create an individualized plan for their job search.

Networking

Networking opportunities include formal, informal, in-person events and online. Students are encouraged to actively participate in industry related events to gain further insight and develop industry connections. Opportunities vary and are shared through the Internship and Job Services Office. Examples of networking opportunities include: guest speakers, recruitment visits, field trips, social media, etc.

f *@hccinternships*
@hagerstownccyber

Additional Resources

Books*

A lending library of reference books on career development topics such as resumé and cover letter writing, interviewing skills, job search tips, networking, and professionalism are available.

Workshops*

Workshops on topics such as resumé writing, job search, and interviewing skills are available.

Job Fair

Regional employers participate in the Summer Job and Internship Fair each spring semester, in March. The event is held in the Student Center and advertised to students and alumni.

HCC-Cyber Leadership Institute

An eight-week program that is designed to enhance soft skills and prepare students to become career ready. During this eight-week program students conduct a service learning project that creates a team-oriented environment allowing students to design, implement, and present their final projects. Also, students learn about interviewing, time management skills, communication, leadership, and much more.

Appointments are available

Please contact:
Lacey Garrison-Sheldahl
Internship and Job Placement Specialist Cyber
Monday-Friday 8:30 a.m.-4:30 p.m.
llgarrison-sheldahl@hagerstowncc.edu
240-500-2634

Hagerstown Community College Cybersecurity Job Placement

Hagerstown Community College
11400 Robinwood Drive
Hagerstown, MD 21742

Job Placement Services

The Internship and Job Services Office at Hagerstown Community College provides a variety of resources to assist Cyber students in their job search. This brochure includes a detailed description of services available.

Internships

Students who are enrolled in the A.S. and A.A.S. cybersecurity programs may elect to enroll in an internship experience during their courses of study. An internship can provide an opportunity to further develop newly learned skills and gain practical experience. The internship can be for one, two, or three credits, where each credit equates to a total of 60 on-site contact hours. Therefore, during a three-credit internship a student can be expected to complete 180 hours on site. Students who have completed half or more of the program requirement courses and have a 2.0 or higher grade point average can apply for an internship. Students interested in the internship experience can learn more and apply online at: *www.hagerstowncc.edu/student-services/internships.*

Interview Skills*

Mock interview appointments allow students the opportunity to practice and further develop their interviewing skills. Students may arrange for a mock interview appointment with the Internship and Job Placement Specialist for Cyber. Interviews usually last 30 to 60 minutes and students are provided with constructive feedback on strengths and areas for development.

Services marked with an asterisk are available to both credit and non-credit (continuing education) students.

Online Job Board

College Central Network (CCN) is an online job board available to HCC students and alumni to assist them in their search for employment. CCN features local and national job postings, a resumé writing tool, a portfolio option, and information on resumé and cover letter writing, interviewing skills, job search tips, networking, and professionalism.
www.collegecentral.com/hagerstown

Resumé/Cover Letter*

Recognizing that a well-written resumé is key to the job search, a variety of resources are available to assist students in developing their resumés. The CCN Resumé Tool provides an easy-to-use format that enables the students to answer, fill, and develop their resumés. Students can decide between a functional or chronological resumé. Several different formatting options are available which allow students to personalize the resumé and tailor it to highlight their specific skills set. A resumé critique appointment is also available to students who are interested in an opportunity to receive constructive feedback and suggestions on how to further enhance their resumé.

Job Search*

There are multiple resources available to assist students in their job search:
Job Boards- Job announcements are posted online via College Central Network and campus bulletin boards in the ASA, ATC, and STEM Building. These postings highlight regional job opportunities and include instructions on how to apply.

Cybersecurity Employer List

This list of regional employers in the cyber sector is a useful tool to help students seeking employment in this new field of study. It includes direct links to the employer websites where students can learn more about the company and any relevant job opportunities. It can be found at *www.hagerstowncc.edu/cyber/job-sites.*

The Maryland Workforce Exchange

The MWE is made available to students through flyers posted around campus or online *mwejobs.maryland.gov*