

Study Abroad Returnee Handbook 2016-2017



WAGNER COLLEGE

CENTER FOR INTERCULTURAL ADVANCEMENT

A Student's Guide to Integrating the Experience Abroad with Life Back Home

Wagner College
Center for Intercultural Advancement
Union 204
718-420-4532

Intercultural.advancement@wagner.edu

Ellen Navarro, Director

ellem.navarro@wagner.edu

718-420-4517

Sidiq Soulemana, Assistant Director

s.soulemana@wagner.edu

718-420-4594

TABLE OF CONTENTS

Welcome Home!	3
Oh the Joys of Coming Home.....	4
Share your Experiences and Get Published	7
Put Your Study Abroad Experience to Work.....	8
Study Abroad Cover Letter and Resume Tips	9
Cover Letter Examples	11
Resume Examples	13
Behavior-Based Interviews.....	15
Going Abroad Again	17
Stepping Stones of Experience: How to Find an International Job.....	19
Graduate School - At Home or Abroad?.....	20
Short-Term Work Abroad.....	23
Volunteer Abroad	24
Teaching English Abroad	24
Careers Abroad and International Careers	25
“I Want YOUR Job!”, How to Find a Job in Study Abroad	25
Sample of Many Available Resources.....	27

Welcome Home!

Welcome back to the United States! We hope you had a wonderful experience studying and living in another country. How does it feel to be back? Are you finding that coming home is more difficult than you anticipated, or have you made the transition back with ease? Many students find that while it's great to be reunited with loved ones and to hang out in all the old comfortable places, they're still feeling a little off-center and/or out of place. It could be that you're finding your friends and family can't relate to your experience abroad, or perhaps it's difficult to be back in an American classroom. No doubt your campus may seem a tad boring after the excitement and novelty of Madrid, Katmandu, or London. These feelings are quite normal. Reentering your home culture can be just as difficult as adjusting to your host culture when you went abroad; and for some students it may be even more challenging.

Even if you aren't feeling the apprehension of re-entry, you still may be trying to figure out how you can incorporate everything you've learned abroad into your life here. This handbook is designed to help you readapt to life in the United States and your home campus. Read on for information on everything from surviving the perils of re-entry "shock" to working abroad and preparing your résumé for the future.

We hope this guide gives you some good ideas on how to have a successful transition back to a life in the U.S. and the Wagner campus, and how to continue your international journey and exploration through activities here or more travels abroad. If you have any questions or would like to discuss your return to campus, please don't hesitate to ask us. We'd love to hear from you.

The Center for Intercultural Advancement
Union 204-205

Oh the Joys of Coming Home

Reverse Culture Shock

The unsettled feeling that can accompany one's return from abroad is what some refer to as "reverse culture shock" and is a very common reaction for students coming home from studying abroad. Feelings can range from the sense that nobody understands how you've changed, to feeling panicked that you will lose part of your identity if you don't have an outlet to pursue the new interests that were sparked abroad. Your own reactions to reintegrating to life in the U.S. may vary from your friends, and can include one or more of the following:

- Restlessness
- Rootlessness
- Boredom
- Depression
- Uncertainty, confusion about the future
- Isolation, wanting to be alone
- Reverse homesickness: missing the people, places, attitudes or lifestyles of your host country
- Changes in life goals and priorities
- Negativity or intolerance towards the U.S., including American behavior, attitudes, customs and common social practices

According to professionals in the field of International Education, 85% of people returning home have some kind of re-entry experience, and of those, 15% have more serious difficulties adapting to their return. If you're having difficulty with your return, think back to the adjustments you made to succeed while you were abroad. These same skills can help you in coming home. Remember that "W"-curve of cultural adjustment, the initial euphoria, followed by lots of criticism, followed by general acceptance and understanding of the new culture? Well, the same pattern applies to re-entry. The coping skills and strategies that were successful in helping you adjust to your overseas culture will be just as helpful in making the return home: get involved, identify a support group of other study abroad students, suspend judgment of others, keep a journal of your observations, and don't forget to keep your sense of humor.

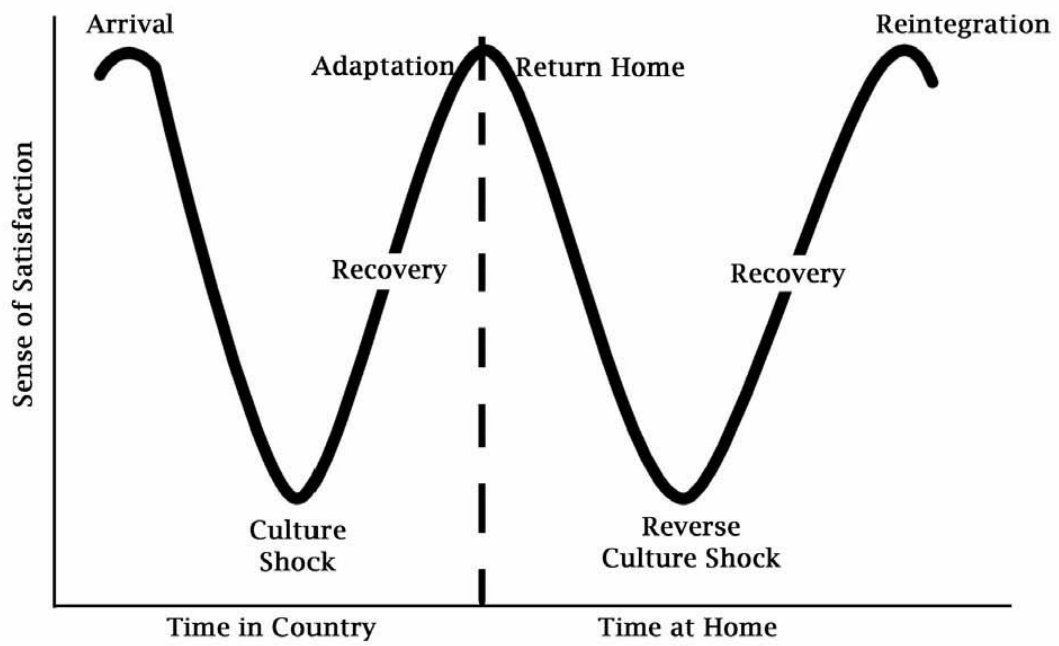
Coping, Adjusting, and Getting Involved

Many of the feelings you may experience stem from the change you have undergone and the ambiguity about how the new, changed you fits into your old life. First of all, it is important to remember that change is a positive thing. You have new ideas and insights giving you a better sense of yourself. The trick is to figure out how to incorporate your new perspectives into your life at on your home campus. There are several things you can do to feel comfortable once again in the U.S. while still retaining new knowledge and perspectives. First, don't consider study abroad a singular experience; instead, look at it as the start of a lifetime of international experiences. Second, find ways to continue pursuing newfound interests. Make the most of the resources that exist for you on your home campus and in your local community.

Here are a few ideas:

- Take a language class to maintain your language proficiency or ask other faculty with foreign language skills if you can conduct your research and write your papers in a foreign language.
- Participate in a language table where people join to dine and converse in Spanish and French. Start a new language group!
- Find out about being a tutor for students who need help in elementary or intermediate language courses.
- Attend the international lecture series programs and other presentations on international affairs.
- Volunteer to lead conversation groups through your campus Intensive English program for members of the campus and community who speak English as a second language.
- Host an international dinner party.
- If your campus has a program, apply to be a Study Abroad Peer Advisor or an orientation leader for new international students
- Submit your photos for Study Abroad Photo Contest on your campus or nationally (see details presented later in this guide)
- Submit original writing you did while abroad to be published in your campus or community newspapers or to national magazines.
- Stop by and talk with your study abroad advisors about your experience. We love to hear about your experiences and see your photos.
- Help your study abroad office recruit and prepare new study abroad students by helping with the Study Abroad Fair, pre-departure orientation, or be a mentor to students about to depart.
- Join a student group with an international focus (i.e. Intercultural Connections Club, Asian American Student Council, etc).
- Go to your campus or community library and read newspapers in the language of your host country. (Many papers are available on the web as well).
- Check community listings for international groups around your community (i.e. Rotary International)
- Check out foreign films from your campus or community library or see the ones showing on your campus.
- Engage in conversation and dialogue with others about your experience. Correspond with friends and family from your host country.
- Complete a returnee survey/evaluation on your campus. Your thoughts about your program and site are very important and your comments will help students trying to select a program.
- Rekindle the spirit of adventure you had abroad. Explore home!

The Re-Entry W-Curve



Share your Experiences and Get Published

As a study abroad returnee, there are many ways for you to share your experiences with others. Publishing them is not only beneficial for the reader, but great experience for you and your resume! Keep in mind that some organizations and publishers pay for submissions, while others do not. There are also a variety of photos and writing contests that offer prizes. The following information is taken from the websites of the organizations listed below.

Magazines and Online Publications

- **Abroad View** encourages study abroad and international students to submit articles to "Abroad View" at any time. They are more than happy to review drafts and work with students to develop their ideas. Submissions guidelines and writing tips are available. <http://www.abroadviewmagazine.com/submissions.html>
- **Transitions Abroad** is a magazine for travelers, especially for those seeking to extend their time abroad through work, study, and/or finding the best bargains. Its purpose is to provide readers with the practical information and ideas they need to make their own plans. Readers are most interested in learning about the culture by meeting the people and value for money. The magazine's four major departments—Travel, Work, Study, and Living—are all devoted to immediately usable practical information and ideas (the "nuts and bolts"). Contributors write from personal knowledge, usually from first-hand experience, and stress ways to avoid the cultural isolation of a tourist. The more useable information presented in a concise manner, the greater the likelihood of publication. They look for writing contributions in the following categories: Independent Traveler, the Learning Traveler, Solo Woman Traveler, the Gay or Lesbian Traveler, the Working Traveler, Living Abroad (experience and practical information on assimilating into the local culture and getting to know the people), Abroad at Home (submissions should provide insights on the creative arts of another culture that may be embraced in our day-to-day life while not physically abroad), Education Abroad (practical information and advice for readers planning a study abroad experience). Transitions Abroad also holds writing contests and accept photo submissions. <http://www.transitionsabroad.com>
- **Journeywoman.com Travel Resource Website** seeks to inspire females to travel safely and well and to connect women travelers worldwide. They publish female-centered travel experience articles. Each published article becomes eligible for their Annual Journeywoman Travel Writing Competition. http://www.journeywoman.com/writers_guidelines.html
- **Travelmag** is an online travel publication based in the UK. They look for tales of travel well beyond the guidebook routes, illuminating little-known corners of the globe and, occasionally, revealing a bit about themselves as well. They put up the features they find interesting, usually because they're good, but sometimes because they're outstandingly bad. Sometimes their writers are experienced journalists, others are starting out travel writing, learning the craft and looking for markets for their travel stories. <http://www.travelmag.co.uk/>
- **National Geographic** is a national organization that holds annual photo contests (see more

below in the current contests category). They also have several publications, including the National Geographic Traveler which accepts both article and photo submissions. Travel Story Submissions: www.nationalgeographic.com/traveler/writer-guidelines.html

Contests Through Your Program Provider/Study Abroad Office

Many program providers and Wagner's Center for Intercultural Advancement (CICA) have a SA photo contest for students who were recently abroad. Check program and the CICA websites for information and deadlines.

Local Newspapers

Write up your stories and submit them to local papers. Some of the papers in the area are listed below.

<http://www.pinkpanagea.com/SIAdvancelive.com>

Put Your Study Abroad Experience to Work

Possible Skills Gained while Studying Abroad:

- Cross-cultural communication
- Analytical experience
- Flexibility
- Familiarity with local customs
- Ability to adapt to new surroundings
- Language proficiency
- Intercultural competence
- Research experience
- Self-reliance
- Perseverance
- Diversity tolerance
- Assertiveness
- Independence
- Knowledge of history and customs

Study Abroad to Do List:

- Gain professional contacts in your host country... Network!
- Stay in touch with family/friends while abroad
- Volunteer
- Experience different aspects of your host culture
- Practice language proficiency
- Conduct research

Study Abroad Cover Letter and Resume Tips

International experience is becoming increasingly important to employers and is an advantage in the job market!

The goal of a resume is to demonstrate to potential employers that you would be valuable to their organization and to ultimately generate a job interview.

1. Include your time abroad somewhere! Decide how relevant it is to your resume objective. It is most commonly placed in the *education section* or *related experience* of your resume.
2. Highlight accomplishments from your study abroad time.
3. Market your transferable skills from study abroad: time management, adaptability, self-reliance, independence, language proficiency

Format Examples:

International Education Exchange, Guanajuato, Mexico	August 2007 - December 2007
<ul style="list-style-type: none">• Intensive study of Mexico's history, customs, traditions, politics, and religion• Performed research regarding public opinion of foreign media influence on national culture• Volunteer activities at local orphanages, homeless shelters, and elementary level schools	

Study Abroad Participant with Cultural Experiences Abroad <i>Universidad Veritas</i>	January 2005 - April 2005 San Jose, Costa Rica
<ul style="list-style-type: none">• Traveled extensively throughout Costa Rica for 4 months and developed first-hand knowledge and understanding of the Latin American culture• Enhanced Spanish language both written and oral communication skills	

Research has shown that an employer spends approximately 30-40 seconds reading a resume. Important tips to remember when developing an attractive, easy-to-read resume:

- **Font** - Use standard non-serif fonts such as Courier, Arial, or Times New Roman in a readable font size (no smaller than 10 point and no larger than 12 point).
- **Margins** - Have a good text/white-space balance, and centered on the page. Use ½inch to 1-inch margins for top, bottom, right, and left.
- **Style** - Highlight important facts and headings by bolding, underlining, indenting, capitalizing and/or using bullet points to attract the reader's eye.
- **Action Verbs** - Use action verbs to begin statements describing skills and responsibilities.
- **Length** - Be concise; a one-page resume is often adequate unless you have extensive experience that is applicable.

- **Paper** - Use white or off-white resume paper only.
- **Errors** - Be grammatically perfect and free of typographical errors.

Common Headings:

- Objective
- Education
- Summary of Skills
- Experience
- Internship Experience
- Related Experience
- Related Coursework
- Computer Skills

Additional Headings:

- International Experience
- Languages
- Volunteer
- Leadership
- Collegiate Activities
- Professional Associations
- Presentations
- Community Activities

Formula for Creating Bullet Statements:

- Action Verb + Responsibilities + Impact
- Action Verb + Situation + Results

Summary of Skills Example:

- Provides a summary of your qualifications and skills to the employer. This will quickly show an employer a qualitative summary of the skills and experience you have to offer.

PROFESSIONAL SUMMARY

- Excellent capacity to understand diverse cultures; extremely well traveled and able to articulate using crossing-cultural communication skills
- French proficiency: interpreting, writing, speaking, reading, and translating
- Strong leadership abilities enhanced through campus and regional association/club involvements
- Outstanding time management and multi-tasking skills gained from successfully holding three jobs as a full-time student

Cover Letter Examples

Fast Facts:

- Cover letters are used when you are directly replying to a job announcement you have found.
- The purpose of a cover letter is to get the prospective employer to read your resume more thoroughly.
- The cover letter is a marketing tool to communicate your value to the employer.
- Be sure to write a targeted cover letter for each job you apply for.

611 Stover Street
Fort Collins, CO 80521
February 28, 2005

Mr. Lennox Vieth
630 W. Colorado Boulevard
Suite 461
Denver, CO 80024

Dear Mr. Vieth:

Dr. Margarat Becker, professor in the College of Business at Colorado State University, encouraged me to contact you concerning an internship with one of your companies for the summer of 2002. One such company, Systoflex, interests me in particular. Upon researching it, I was especially impressed with the variety of markets this company served, while maintaining an increasing stock value over the past 5 months.

In May, I will be completing my junior year at Colorado State University in the Computer Information Systems program. I currently hold a broad understanding of business and the computer applications needed to support business activities. My specific field of interest lies in business communication tools such as internal networking and database tracking systems. My experience studying abroad in Germany for a semester has provided me with a cross-cultural perspective of information systems. My subject knowledge plus my ability to adapt to changing environments will make for a smooth transition from the classroom to the business environment.

In the past I have taken part in many group projects. Some projects entailed designing a tracking system for a university tool crib and designing a database tracking system for a local land trust company. Throughout these tasks, I have increased skills such as the ability to work as part of a team, leadership and communication. Additionally, I am a self-motivated and autonomous worker. I am confident that I will be able to adapt to any situation that might occur, and be a valuable member to your company. I hope to acquire this internship in order to gain experience in my field while serving my employer to the best of my ability.

I appreciate you taking the time to review my resume, and I look forward to hearing from you regarding this internship request. I am available any day of the week and can be reached at (970) 398-8945 or ojaeger@hooly.colostate.edu.

Sincerely,

Signature

Owen Jaeger

Enclosure

Heading

Your Address

Date

Employer Name, Title

Employer Address

Paragraph 1

State the position you are applying for, how you found the position (referral names are great), and why you would want to work for this company.

Paragraph 2

Discuss your study abroad experiences here and skills directly relating to their job description - address the requirements listed.

Paragraph 3

State your personal attributes (personality) and how they relate to the job

Paragraph 4

Restate your interest in the position, request an interview and provide follow-up contact information. Don't forget to thank them for their time.

Final Note

SIGN your letter, and include "Enclosure or Attachment" if you have other documents for the employer to look at.

Study Abroad Cover Letter Example 2

5970 Oak Street
Fort Collins, CO 80524

February 20, 2007

Mrs. Nancy Opperman
Sturman Industries
Sturman Corporate Park
One Innovation Way
Woodland Park, CO 80863

Dear Mrs. Opperman:

I am forwarding you my resume because one of your recently hired employees, *Some Person*, informed me of possible job openings in mechanical engineering. I am very interested and would appreciate your consideration as a candidate for the position of development engineer.

I first learned of Sturman in a machine dynamics class taught by Dr. Bryan Wilson. The technology involved was very interesting. I have much experience with automobiles and would like to work in the field while remaining in Colorado. Automobile engines have been an area of great appeal and I have built and worked on a number of them. During the last two years of FSAE, I performed a considerable amount of work on our fuel injection system.

You will note from the enclosed resume that I have many of the attributes that you are seeking for this position. Please consider the following:

- 1 B.S. in Mechanical Engineering from Colorado State University
- 2 Internship with manufacturing experience with PCC Composites
- 3 Internship with integration experience with CTI
- 4 Team leadership experience with Formula SAE
- 5 Cross-cultural experience from studying in Austria for one semester

During my three years of working at PCC Composites I gained a broad understanding of manufacturing. I saw how parts were taken from engineering prints through prototyping and finally to a full production run. I also performed multiple research projects that eventually were instituted in production. My study abroad experience is also an asset because I learned to view problems from a culturally different perspective. Additionally, I am able to adapt to changing environments with ease and to work with people of diverse backgrounds.

I would be pleased to have the opportunity to discuss this position with you during a personal interview. I can be reached at (970) 555-9389. I will contact your office in the next ten days to see if there is any further information that is needed. Thank you for your time and consideration.

Sincerely,

Quinten Vieth

Enclosure

Resume Examples

Study Abroad Resume Sample 1

Meredith R. Brinkman

250 N Elizabeth St #11 • Fort Collins, CO 80521 • (270) 555-2745 • csuram@msn.com

EDUCATION

Bachelor of Science, Business Administration; Double Major: **Organizational Management and Accounting**
GPA 3.16 Colorado State University, Fort Collins, CO Graduation: May, 2007

Foreign Study Spring 2007 University of Aberdeen, Aberdeen, Scotland

- Courses incorporated viewing world issues from US and Scottish perspectives
- One month of intensive travel to seven countries following semester of study

PROFESSIONAL PROFILE

- Unique combination of leadership, communication and business skills
- Successfully managed 5 project teams simultaneously with 20 hrs work/week
- Ability to solve complex business issues through modeling and cost methodologies
- Demonstrated proficiency in cross-cultural communications with diverse students
- Provided decisive, proactive operating leadership in numerous project situations
- Ability to quickly and effectively convey ideas and information in an influential manner

RELEVANT EXPERIENCE

Human Resources Intern, *Level 3 Communications*, Broomfield, CO 2006-present

- Assist Director of Human Resources Department in providing HR services to over 200 employees
- Benefits and Compensation administration and coordination of Recruitment activities
- Resident Assistant, Colorado State University, Fort Collins, CO 2003-2005
- Communicated expectations and information about policies and behavior
- Resolved student conflicts and enforced the CSU and resident hall policies
- Spearheaded and designed programs to challenge and educate students
- Created a welcoming and safe environment for a diverse community
- Challenged to provide strong and decisive leadership - gained respect as a leader and peer

Accounts Payable Clerk, *URS Greiner Woodward Clyde*, Boston, MA 2005-2006

- Processed and input employee expense reports into CFMS Reflection Database
- Orchestrated due diligence reviews to maintain/reconcile checking accounts
- Assisted key check disbursement location with research and in locating back-up
- Streamlined data backlog through researched, organized to enhance record management

Intern, *US Agency for International Development*, Washington, DC Summer 2004

- Assisted in the creation of an agency-wide database
- Performed technical analysis of agency programs and communicated their status to USAID missions worldwide
- Attended USAID and State Department meetings concerning global environmental issues

POINTS OF PRIDE

- Colorado State University Hall Government - Treasurer (2004-2005)
- Rocky Mountain Leadership Conference - attended, presented, completed Leadership Success Certificate

Study Abroad Resume Sample 2

Ashli Hernandez

711 Windmill Drive ♦ Fort Collins, CO 80524 ♦ (970) 555-0022 ♦ camtheram@msn.com

OBJECTIVE Seeking employment with an organization focused on watershed science utilizing interpersonal relationships and analytical skills

EDUCATION

B.S. Watershed Science, May 2007

Minor: Spanish

Colorado State University

Fort Collins, CO

A.S. Environmental Technology, May 2003

Colorado Mountain College

Leadville, CO

Study Abroad Participant

May 2005-July 2005

Centrolinguistico Latinoamericano Heredia, Costa Rica

Attended an intensive Spanish Language and Latin American Culture School

Lived with a Costa Rican family

Semester at Sea University of Pittsburgh Institute For Shipboard Education

Spring 2001

Attended a university program involving living on a ship for 3 ½ months and traveling to 10 countries

Courses were geared to provide the greatest understanding of the cultures visited

RELATED FIELD and CULTURAL SKILLS

Cultural Skills

- Fluent in spoken and written Spanish
- Basic understanding of Chinese
- Easily adapt to changing circumstances

Hydrologic Techniques

- Water Balance
- Discharge Measurements
- Stream Classification
- Floodplain Estimates

Computer Knowledge

- GIS (ArcView 3.5)
- Minitab Statistical Package
- MS Word & WordPerfect
- HEC-1 Modeling

RELEVANT EXPERIENCE

Editorial Assistant Colorado Water Resources Research Institute Fort Collins, CO

March 2006-present

- Write nomination for Colorado State University faculty for awards in hydrology
- Write articles for the bi-monthly newsletter

Hydrologist (SCEP Position) Bly, OR May-July 2005 USDA Forest Service

- Conducted water quality sampling to determine the cause of phosphorous loading into the Upper Klamath Lake in Klamath Falls, Oregon
- Attended a training course on stream assessments in Region 6
- Assisted the wildlife biologist locate Goshawk nests and GPS Aspen stands for elk habitat
- Educated school-aged children about water quality and conservation

LEADERSHIP EXPERIENCE

President, Student Chapter of the American Water Resources Association January 2006-present

Member, Natural Resources College Council January 2005-present

Behavior-Based Interviews

These interviews are based on the premise that your recent, relevant past performance is the best predictor of future performance in similar circumstances. Interviewers seek specific examples to get as detailed an understanding as they can about the way candidates have responded in similar situations and challenges. They are looking for proof that you can demonstrate the desired capabilities in the real world.

There is a three-step process to answering these questions:

- **Situation:** Describe a challenge you faced similar to the example posed by the interviewer.
- **Action:** Explain the actions that you took to resolve the situation.
- **Results/Outcome:** Detail the beneficial and positive outcomes that came from your initiatives.

Below are some questions commonly asked in the behavior-based interview:

- Tell me about a time when you changed your approach to a project after starting it. Why did you feel it was necessary to make the change? What was the result?
- Give me specific examples of several projects you were working on at the same time. How did you keep track of their progress? How did they turn out?
- Describe a time when a team member openly criticized you for something. Why were you criticized? How did you respond? What could you have done differently?
- Give me a specific example of a time when you had to meet a deadline, but your professor wasn't available to answer a question and you were unsure how to proceed. What did you do? What was the outcome?
- Describe a creative/innovative idea that you produced which led to a significant contribution to the success of an activity or project.
- Tell me about an interpersonal conflict you have had with someone and how you dealt with it.
- Tell me about a time when you were a leader of a group. What was the most difficult thing about that experience?
- Tell me about a time when you were working as part of a team and someone else wasn't pulling their weight. How did you handle it?
- Tell me about a team you were on that didn't work very well together. What did you do to help resolve the situation?
- By giving examples, what role do you typically play on teams?

Some prompts to start thinking about your experience: Since employers may not ask you direct questions on how your study abroad experience makes you the best candidate for the position, it is up to you to think of some good examples beforehand. Here are some question prompts to get you started:

- Describe a situation where you found yourself dealing with someone who didn't like you. How did you handle it?
- Tell me about a time when you had to think on your feet to come to a decision quickly.
- What are some skills/outcomes you gained while abroad?
- Where did you study abroad? What did you study? For how long? What was your living situation?
- What are the top three lessons you learned?

- How did the experience change your life?
- What leadership opportunities did you have?
- Tell me about your volunteer and work experience while abroad.
- In what ways are you more adaptable, open-minded and observant?
- How can you spot cultural differences and modify your behavior to accommodate local norms?
- What language skills did you gain while abroad?

Going Abroad Again

There are a variety of ways to go abroad again after you have graduated. Even on a tight budget, work, volunteer and independent study opportunities are readily available to you. The information below is intended to provide an overview of some of the options.

Before researching any opportunity, you should consider the following:

- What do you hope to gain from the experience?
- Where do you prefer to go?
- Would you like to utilize any language skills? Are you proficient enough to work in that language?
- How long would you like to stay abroad?
- How important is it to be paid? Can you support yourself financially?
- How will the experience relate to longer-term academic or career goals?

Below, you will find a list of ways to go abroad again. You will find that many of these options overlap; for example, volunteer programs may also be interpreted as working abroad. In the following sections, you will find more information about these possibilities, along with links to some helpful websites.

- **Study Abroad:** While you already have studied abroad, keep in mind that some universities allow you to have multiple study abroad experiences...and many students do! If this is still a possibility for you as an undergraduate, then you probably know where to go for information already: your study abroad office at your university or college! However, if you are no longer an undergraduate, there are other ways to study abroad - such as studying abroad for or during a master's degree program.
- **Graduate School Abroad:** There are several ways to do post-graduate studies abroad. One option is to apply and enroll directly and another is to go through an American organization that facilitates full degree programs abroad. In the following sections, you will find information about scholarship programs, fellowships, and other tips on graduate school abroad.
- **Studying Abroad while in Graduate School in the US:** More and more universities are offering study abroad opportunities for graduate students. Look into this while researching grad schools! Another option is to plan to do research for your degree abroad. Be sure to ask graduate school recruiters about opportunities to intern, study or research abroad.
- **Internships Abroad:** Again, there are lots of ways to find internships abroad. Just like at home, some internships pay, others do not, and some even require you to pay for the arrangements of the internship. You may find leads on internships abroad through: 1) your study abroad office (usually for programs where you pay to have an internship arranged - sometimes for academic credit as well), 2) your Career Services Office at your university, 3) various work or volunteer abroad resources (see below).
- **Volunteering Abroad**
- **Teaching English Abroad**
- **Short-term Work Abroad**
- **Careers Abroad and International Careers**

If you're having trouble deciding which options are best for you, you can do more research by talking with others who have spent time abroad and by checking out the following resources.

Books

- Alternative Travel Directory: The Complete Guide to Traveling, Studying & Living Overseas, Ron Madar & Bill Nolting (2002)
- Alternatives to the Peace Corps: A Guide of Global Volunteer Opportunities, Paul Blackhurst (2005)
- The Backdoor Guide to Short-Term Job Adventures: Internships, Summer Jobs, Seasonal Work, Volunteer Vacations, and Transitions Abroad, Michael Landes (2005)
- Careers in International Affairs, Maria Pinto Carland & Lisa A. Gihring (2003)
- Delaying the Real World - Make the World a Better Place: A Twenty Something's Guide to Seeking Adventure, Colleen Kinder (2005)
- The Global Citizen: A Guide to Creating an International Life and Career, Elizabeth Kruempelmann (2002)
- How to Live Your Dream of Volunteering Overseas, Joseph Collins, Stefano Dezerega, & Zahara Heckscher (2001)
- International Jobs: Where They Are and How to Get Them, Nina Segal & Eric Kocher (2003)
- Jobs for People Who Love to Travel: Opportunities at Home and Abroad (Jobs for Travel Lovers), Ronald Krannich & Caryl Rae Krannich (1999)
- Jobs and Careers Abroad (Directory of Jobs and Careers Abroad), Guy Hobbs (2006)
- Live & Work Abroad Guides (for several countries, check Amazon.com)
- New American Expat: Thriving and Surviving Overseas in the Post-9/11 World, William Russell Melton (2005)
- The Peace Corps and More: 175 Ways to Work, Study and Travel at Home & Abroad, Medea Benjamin & Miya Rodolfo-Sioson (1997)
- Peterson's the Directory of Jobs and Careers Abroad, Jonathon Packer (1997)
- Teaching English Abroad, Susan Griffith (2006)
- When in Rome or Rio or Riyadh: Cultural Q & A's for Successful Business Behavior Around the World, Gwyneth Olofsson

Magazines

- Transitions Abroad Magazine <http://www.transitionsabroad.com>
- Abroad View Magazine <http://www.abroadviewmagazine.com/>

Stepping Stones of Experience: How to Find an International Job

- ***Try to identify your areas of interest***
 - A specific career or field? Business, social justice, foreign policy, development studies, education, health, the Arts, etc.
 - A specific area of the world?
 - Do you just want to go abroad and you're open to anything?

- ***If you're focused on a certain career or field:***
 - Conduct informational interviews - it helps to learn about the job, the field and ways to get a job. It also helps to make contacts in the field that could lead to jobs in the future!
 - Look for any professional organizations or conferences in the field
 - Is there a professional website or listserv where job openings are posted?
 - Read journals and magazines addressing issues in the field - it helps you to know what's going on, which can help you in job interviews!

- ***If you're focused on a certain geographical region:***
 - Work on your foreign language skills required for that region!
 - Look for any local organizations that are working on projects in that region - even if the focus isn't your life-long career choice, having experience working on a project (or even being informed about the project) is helpful.
 - Read, research, and interview people - do everything you can to know as much as you can about the area - make it your area of expertise!
 - Are there any immigrant groups or expatriate groups from that country/region in your local area? Is there any way to work with those groups?

- ***If your goal is to go abroad again and you're open about where, how, when:***
 - Spend a lot of time surfing the internet (don't let yourself get overwhelmed - remember moderation and positive attitude!)
 - Make a point to create a network of contacts of:
 - Interesting people
 - Anyone with expertise in an area you're interested in; if you know what you want, tell the world and see if anyone can refer you to anyone else!
 - Keep building your experiences here so that your background experience and resume will help you take advantage of the opportunities you're interested in.

- ***Get involved locally – look for organizations that address your interests:***
 - Student clubs and organizations
 - Volunteer or do internships with local organizations
 - Talk to professors during office hours who have experiences in the fields or the area abroad you are interested in
 - Get involved with international students or immigrants living in your area
 - Write papers on your area(s) of interest
 - Start networking through alumni networks - through your institution or study abroad program
 - Continue or start to build foreign language skills

Graduate School – At Home or Abroad?

Is the continuation of your academic career your next step? If you're thinking about going to graduate school, your first two steps should be to talk to your academic advisor and pay a visit to your campus career center. They will help you to learn how to identify programs that match your interests and goals and get you started in the application process.

If you're thinking about going to graduate school abroad, there are several things to consider in the application process. First of all, pinpoint what you want to study. Next, determine which schools offer the best programs. (This is where your faculty advisor may be of particular assistance.) How will you finance your studies? U.S. Federal Aid and loans may not be available for all programs overseas. Whatever you decide, you'll first have to deal with taking the entry exams, which are offered every few months. These tests may not be required by schools overseas, but it is still a good idea to take them now while your schooling is fresh, just in case your plans change to include a graduate program in the U.S. To find out when your particular test is being offered, stop by your campus career center. Also, the Princeton Review keeps an excellent website with information on graduate school exams at www.review.com.

Resources for International Study and Fellowships

The following is a partial list of scholarships, fellowships and grants that provide funding for graduate study abroad. More information on these and other graduate fellowships may be available through your campus international office.

Scholarships

Fulbright Scholarship, <http://www.iie.org>, Fulbright link

- Institute of International Education
- For study, research, or teaching abroad
- Applications are to ONE specific country
- If more than one semester of study in a country, don't apply to that country.
- Funds awarded

Marshall Scholarship, <http://www.marshallscholarship.org/>

- Marshall Scholarships “finance young Americans of high ability to study for a degree in the United Kingdom”
- For study at any UK university, including the “Big Three”
- Need a 3.7 GPA minimum to apply

The George J. Mitchell Scholarship, <http://www.us-irelandalliance.org/scholarships.html>

- Scholarship for study in Ireland
- Competitive

Rhodes Scholarship, <http://www.rhodesscholar.org/>

- For study at Oxford University, UK
- Must have impressive grades and leadership experience

The Samuel Huntington Public Service Award, <https://www9.nationalgridus.com/huntington.asp>

- Provides an annual stipend of \$10,000 for a graduating college senior to pursue public service anywhere in the world

David L. Boren Scholarship, www.iie.org (Boren scholarship link)

- National Security Education Program (NSEP) David L. Boren Undergraduate Scholarships
- Offers undergraduates the resources to study the language and culture of a non-Western country
- Intern for the federal department of your choice

Ronald E. McNair Post-Baccalaureate Achievement Program (McNair Scholars Program)

- For general information, visit <http://mcnairscholars.com/funding/>
- Created to increase educational opportunities to students who are from low-income, first-generation families, and/or those who are from ethnic backgrounds traditionally underrepresented in graduate education. It is funded through the Department of Education.

Additional Graduate Programs and Search Engines

- Association of Professional Schools of International Affairs: <http://www.apsia.org>
- Comparative and International Education Society: <http://www.cies.us/>
- Peterson's Higher Ed Guides: <http://www.petersons.com/graduate/gsector.html>
- National Association of Student Personnel Administrators: <https://www.naspa.org/careers/faculty/graduate-program-directory>
- GradSchools.com: <http://www.gradschools.com>
- SIT graduate programs: <http://graduate.sit.edu/sit-graduate-institute/>
- GradSchools.com: <http://www.international.gradschools.com>

International Funding Sources

http://research.uiowa.edu/dsp/main/?get=internat_funding_sources

The Annenberg Foundation <http://annenberg.org/grantmaking>

The Annie E. Casey Foundation <http://www.aecf.org/about/grant-making/>

The Ford Foundation <http://www.fordfound.org/work/our-grants/>

The Robert Wood Johnson Foundation <http://www.rwjf.org/en/how-we-work/grants/funding-opportunities.html>

W.K. Kellogg Foundation <http://www.wkcf.org/grantseekers>

MacArthur Foundation <https://www.macfound.org/>

The Andrew W. Mellon Foundation <https://mellon.org/programs/>

Charles Stewart Mott Foundation <http://www.mott.org/>

The David and Lucile Packard Foundation <https://www.packard.org/what-we-fund/>

The Rockefeller Foundation <http://www.rockfound.org/>

The Starr Foundation <http://www.starrfoundation.org/>

The Robert W. Woodruff Foundation <http://www.woodruff.org>

Short-Term Work Abroad

Short-term work abroad (less than one year; typically a summer) usually involves working in an unskilled job, where you can earn enough to cover your food, lodging, and day-to-day living expenses. This type of job probably will not pay enough to cover air transportation, but it may help provide some extra money for travel after you leave your job. Short-term work experiences include positions such as “au pairs,” farm workers, typists, waitpersons, and youth camp leaders. If you are a full-time student or a recent graduate, the work abroad programs through the British Universities North American Club (BUNAC) or the Council on International Educational Exchange (CIEE) are some of the easiest ways for you to secure legal employment overseas.

Through BUNAC (www.bunac.org) and CIEE (www.ciee.org), you can cut through some red tape and obtain documentation that allows you to work from three months to one year in another country. No special skills are required, but you must speak the language of the country. BUNAC and CIEE do not find employment for you, but if you're resourceful and willing to be flexible in the type of job that you do, you should be able to find a position within a week or two.

Work Abroad Resources:

www.bunac.org	www.idealist.org
www.saic.com	www.internationaljobs.org
www.ciee.org	http://jobs.goabroad.com/
www.higheredjobs.com	www.transitionsabroad.com
www.escapeartist.com	http://www.internationalcenter.umich.edu/swt/work/

Paid International Internships and Work Opportunities

- Idealist: Action without Borders <http://www.idealist.org>
- University of Michigan Work Abroad
- <http://www.internationalcenter.umich.edu/>
- International Internships and Volunteer Programs: International Options for Students and Professionals, Cantrell and Moddero (1992) <http://www.internabroad.com/search.cfm>
- Carl Duisberg Society (CDS): <http://www.cdsintl.org/>
- Live & Work Abroad Guides: Books about Working & Living Overseas

Volunteer Abroad

Restoration projects, literacy campaigns and teaching are just a few examples of the many different volunteer programs abroad. Some programs charge a fee and provide services such as insurance coverage, meals, and even housing. (It may sound strange to pay to volunteer, but it sometimes ensures that your experience will be what you're hoping it will be.) Some opportunities provide free room and board in exchange for your work, and others even pay a small stipend. Volunteer work opportunities may range from a few weeks long to two or three years in duration. If you're interested in development work, want to meet other foreigners and host nationals, and don't mind rudimentary living conditions, you may want to consider this type of program.

Volunteer Abroad Resources:

www.idealists.org

<http://www.goabroad.com/volunteer-abroad>

www.peacecorps.gov

www.worldteach.org

<http://www.internationalcenter.umich.edu/>

www.transitionsabroad.com

<http://www.ymca.int/>

www.uniteforsight.org

Teaching English Abroad

There are many opportunities to teach English abroad through established programs. Most programs prefer a commitment of one academic year, though some offer summer or semester possibilities. In general, a bachelor's degree is required, although in most cases you do not need to be an English major. Organizations are more interested in your ability to speak native and fluent English. Volunteer and paid teaching opportunities can be found throughout the world.

Teach Abroad Resources

www.ciee.org

<http://www.internationalcenter.umich.edu/>

www.daveseslcafe.com

www.tefl.com/

<http://www.goabroad.com/teach-abroad>

www.linguistic-funland.com/tesljob.html

Careers Abroad and International Careers

Most careers these days can easily include an international focus or international opportunities. For example, if you are interested in health and medicine, you could volunteer or work with a number of organizations that run public health projects abroad. If you are interested in being a teacher, look into teacher exchanges or teaching jobs abroad.

Many job search engines will have international postings. The internet is also a great way to find opportunities, albeit sometimes overwhelming. Google the field you're interested in plus the word abroad or international...or better yet, the specific area where you want to be. Here are a few websites that might be helpful:

<http://www.devnetjobs.org>

<http://workabroad.monster.com/>

<http://www.transitionsabroad.com/listings/work/index.shtml>

Many careers have an international focus but are based here in the States. If you are interested in the field of Study Abroad as a career, you may find the next section helpful.

"I Want YOUR Job!", How to Find a Job in Study Abroad

First things first:

- 1) Study abroad! More than once, in different countries, if possible.
- 2) Learn a second (or third) language.
- 3) Work as a peer advisor, work study student, or intern in your school's study abroad or international programs office.

A BIG plus and strong recommendation:

Get your masters degree (optimally in international studies/relations or student/personnel administration, but those two little letters after your name are really all that counts). If possible, integrate an internship with the international programs office into your masters program.

Recommended software skills:

- 1) Learn all the Microsoft Office programs (especially PowerPoint).
- 2) Learn to do simple design and layout in a desktop publishing program.
- 3) Learn how to design and maintain a website.
- 4) Learn how to use a database program.

Reality check: if you want to work in study abroad (besides having done all of the above), you need to:

- 1) Be flexible about what part of the country you're willing to work in.
- 2) Start at the bottom.

- 3) Not have dreams of becoming rich.
- 4) Be proactive and send in your resume to organizations you think you'd like to work for (do your research first!) even if they haven't posted a job - there's lots of turnover in the field.

If you want to become a "Road Warrior" (e.g., traveling recruiter), optimally, you need to:

- 1) Love airports and being in airplanes.
- 2) Like to drive.
- 3) Like spending time alone.
- 4) Love staying in hotels.
- 5) Preferably, be single, and not be in a committed relationship.
- 6) Not be a pet owner.
- 7) Not have a garden or houseplants (unless someone else can take care of them for you).

What other types of jobs are available in study abroad? Here are just a few examples:

- 1) Program coordinator/advisor/director
- 2) Overseas resident director
- 3) Webmaster
- 4) Database manager
- 5) Marketing or external relations manager/director
- 6) Academic director
- 7) Credit transfer evaluator
- 8) Budget manager/director

In many smaller study abroad offices, one person is often responsible for ALL of the above!

Networking/job searching tips:

- 1) Get involved with NAFSA: Association of International Educators (for job directory, conferences, and general info about international education).
- 2) For job postings, sign up for Secussa
- 3) Go to: <http://www.internationalcenter.umich.edu/> for a bibliography of study abroad information.
- 4) Tell your study abroad director or advisor that you're interested in working in the field (study abroad is a very well-connected field; many advisors know other study abroad people all across the country and are familiar with many other study abroad offices, organizations, and programs).
- 5) If you're not already familiar with Peterson's Guide (or petersons.com), Academic Year Abroad (published by IIE), studyabroad.com, or goabroad.com, you should check them out to get a handle on how many different study abroad programs and organizations exist.

And finally, remember:

Study Abroad is only one part of the International Education Field, there are a gazillion universities/colleges/community colleges in this country who all offer study abroad, as well as innumerable "third-party providers" to consider in your job search. If you have the right background and skills set, and are flexible about where you work, with some research and networking, chances are good that you'll find a position in one of them.

Good Luck!

Sample of Many Available Resources

Australearn: Study in Australia, New Zealand, and the South Pacific

AustraLearn provides multiple opportunities for students looking for further international experience. Internships are available in Australia in every field of study and a three-week leadership program is available in New Zealand. Additionally, AustraLearn provides postgraduate degree programs at a variety of universities throughout Australia and New Zealand.

<http://www.australearn.org/fulldegree>

Bridge-Linguattec

For over two decades, Bridge-Linguattec has been sending language students, international volunteers, and English teachers to every corner of the globe. Whether you want to learn a foreign language, teach English abroad, or volunteer overseas, Bridge-Linguattec has a way for you to get out and see the world. BridgeTEFL offers certification courses in Teaching English as a Foreign Language in over 10 countries worldwide and online, BridgeAbroad provides language study abroad programs in six languages and over 50 locations, and Volunteer Adventures connects volunteers with worthy projects in needy communities across the globe. Bridge-Linguattec is an accredited institution based in Denver, CO, with offices in Argentina, Brazil and Chile, and a network of partner organizations worldwide.

<http://www.bridgelinguattec.com>

Volunteer Adventures

The mission of Volunteer Adventures is to create and promote volunteer opportunities that improve the lives of others and the environment in which we live. We seek to achieve this goal by connecting volunteers with worthy local projects around the world. Volunteer Adventures offers volunteering opportunities around the globe, ranging from breeding endangered lions in Zimbabwe or working with AIDS orphans in Zambia, to Teaching English in Chile or working with elephants in Thailand. With our flexible start dates, you can have an adventure any time of the year and change your life forever.

<http://studyabroad.bridge.edu/volunteer-abroad-programs/>

Peace Corps

Representing the rich diversity of the American people, Peace Corps Volunteers range in age from college students to retirees. Every Peace Corps Volunteer's experience is different. From teaching English to elementary school children in Zambia to launching a computer learning center in Moldova to promoting HIV/AIDS awareness in South Africa to working on soil conservation in Panama, Volunteers bring their skills and life experiences to where they are needed most.

<http://www.peacecorps.gov>

School for International Training

The mission of the 'School for International Training' is to prepare students to be interculturally effective leaders, professionals, and citizens. In so doing, SIT fosters a worldwide network of individuals and organizations committed to responsible global citizenship. SIT fulfills this mission with field-based academic study abroad programs for undergraduates and degree and certificate programs for graduates and professionals. Through an academic curriculum that incorporates field-based practice, reflection and application, SIT prepares graduates who are critical thinkers, effective communicators and compassionate advocates with exceptional intercultural abilities and awareness.

<http://www.sit.edu>

STA Travel

STA Travel is the world's largest student travel organization helping students travel in over 90 countries. They offer real value and flexibility, as well as genuine advice and first-hand experience. It is an organization dedicated to providing young people with products and services that make travel fun, affordable, and safe. They also offer opportunities to work, teach, study, intern, and volunteer abroad.

<http://www.statravel.com>

DAAD

The DAAD is the German national agency for the support of international academic cooperation. We offer programs and funding for students, faculty, researchers and others in higher education, providing financial support to over 50,000 individuals per year. We also represent the German higher education system abroad, promote Germany as an academic and research destination, and help build ties between institutions around the world.

<http://www.daad.org/>

CIEE

CIEE is the leading U.S. non-governmental international education organization. CIEE creates and administers programs that allow high school and university students and educators to study and teach abroad. For U.S. high school and university students, CIEE administers approximately 104 study abroad programs in over 35 host countries and teaching programs in Chile, China, Spain, and Thailand. Educators can participate in 26 summer seminars in 28 countries.

<http://www.ciee.org/>

World Teach

WorldTeach is a non-profit, non-governmental organization that provides opportunities for individuals to make a meaningful contribution to international education by living and working as volunteer teachers in developing countries. WorldTeach was founded by a group of Harvard students in 1986, in response to the need for educational assistance in developing countries. It also addressed a growing interest among people in the U.S. and elsewhere to serve, teach and learn as volunteers overseas. Since its inception, WorldTeach has placed thousands of volunteer educators in communities throughout Asia, Latin America, Africa, Eastern Europe and the Pacific.

<http://www.worldteach.org/>

Abroad View Magazine

The Abroad View Foundation is a 501(c)3 non-profit organization that provides college students and recent graduates with opportunities for discourse and initiatives that encourage intercultural and global citizenship development. Its key activities are running the Abroad View Foundation website and producing Abroad View magazine.

All Foundation activities aspire to:

- Promote education abroad, global awareness, and cross-cultural understanding
- Foster open-minded exploration and inform, challenge, and expand students' views of the cultures, environments, and conditions of the world

<http://www.abroadviewmagazine.com/>

Concordia Language Villages

A summer language and cultural immersion program that is always looking for good people to work as counselors and other staff positions. The camp looks for people with language skills in one of the fourteen languages their camps feature.

<http://www.concordialanguagevillages.org>

i-to-i

Now in its fourteenth year, i-to-i is an award-winning organization providing unique travel and work experiences to people of all ages, and from all backgrounds. This organization believes everybody has the potential to make a difference to their own lives and the lives of others through meaningful travel. By offering a wide variety of volunteer experiences worldwide, along with quality TEFL (Teaching English as a Foreign Language) training, each year i-to-i helps thousands of people catch the travel bug.

<http://www.i-to-i.com/>

International Studies Abroad

For almost twenty years, International Studies Abroad (ISA) has been helping students see the world. You may already be aware of ISA's study abroad programs in Spain, Italy, France, England, Mexico, Costa Rica, Argentina, Chile, Peru, and the Dominican Republic. Additionally, volunteer and internship opportunities are offered in several locations. Also, ISA has recently launched a program called ISA Direct (in Spain only). This option is ideal for those who have already studied abroad because it is more advanced and is suitable for the more independent and experienced type. Regardless of the program, ISA is committed to its participants becoming fully immersed in the culture, customs, and ideals of the host country; each participant gains skills, experiences, and memories that will last a lifetime.

<http://www.studiesabroad.com>

Work And Travel Ireland

USIT's Work and Travel Ireland Program offers university students and recent graduates the unique opportunity to work for up to four months in The Republic of Ireland. Participants can take up any job anywhere within the country any time of the year. While visiting as a tourist is one way to see a country, this program allows you to participate in another culture as an insider and is a rare opportunity that is not to be missed. Whether you're looking for a unique and exciting place to work for the summer, are looking to take a semester off, or are due to graduate soon and have not yet decided on the right career path for you or are looking for one last adventure before settling down, USIT's Work and Travel Ireland Program offers you an exciting option for your future.

<http://www.workandtravelireland.org>