

BUSINESS, ADMINISTRATION, & MANAGEMENT

Student Resource Guide

*All underlined texts are clickable links

Join Student Clubs

- The Human Resource Association at IU
- Healthcare Management & Policy Student Association
- International Business Association
- 180 Degrees Consulting
- Women in Business
- Alpha Kappa Psi – Beta Gamma Chapter (America's first business fraternity)

Explore more student clubs [HERE](#)

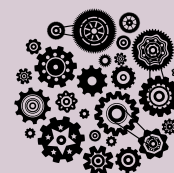


CAMPUS OPPORTUNITIES



Building Technical Skills

Center of Excellence for Women & Technology



Students can participate in trainings and programs to build their tech skills. The center offers crash courses in topics such as data management, excel, GIS/ArcGIS and more! Browse the center's website for internship and job opportunities.

Undergraduate Opportunities

Indiana Leadership Program

Intern for a public or nonprofit organization while participating in service and professional development activities.

Washington Leadership Program

Gain professional experience in Washington, D.C. by living and working during this semester-long program. Earn IU credits and gain valuable skills while learning in our nation's capital.

Graduate Opportunities

Leadership Seminar Series

Join a free, five-week session open to students on a first-come, first-served basis. Develop critical leadership skills that employers seek in job candidates.

Service Corps

Apply your knowledge to real-world work settings in the Bloomington community and surrounding areas. Must be eligible for Work Study to apply.

Study Abroad Programs

- **UAE:** Law, Policy, and Public Administration in the UAE
- **Athens:** Democratic Institutions and Ideals in Classical and Contemporary Greece
- **Bavaria:** Global Perspectives on Public and Private Sector Interaction
- **Barbados:** Global Human Resource Management
- **Denmark:** Nonprofit Sector in Comparative Perspective
- **Ireland:** Cross-Cultural Conflict and Dispute Resolution



Semester Exchange Programs

- [Erasmus University College - Undergrad](#)
- [University of Augsburg - Undergrad](#)
- [University of Augsburg - Grad](#)
- [Delft University of Technology - Grad](#)

For additional programs and information, please click [HERE](#)

Visit the [O'Neill Career Hub Website](#) for more tips.

JOB SEARCHING TIPS FOR BAM STUDENTS

How to Look for Jobs by Sector



Employment Options

- Federal Government
 - Department of Defense
 - Department of Veteran Affairs
- State Government
 - Indiana Department of Local Government Finance
- Local Government
 - City of Bloomington
- Chamber of Commerce

Public Sector

Key Tips:
Look on USA Jobs
Build a Federal Resume
Explore Career Fairs
Find Federal Internships
Explore Pathways Programs
Search on City Websites
Connect with Gov. Officials
Use LinkedIn the Alumni Tool

Job Titles

- Budget Data Specialist
- Administrative Assistant
- Talent Acquisition Coordinator
- Communication Specialist
- Economic Development Coordinator
- Public Finance Coordinator
- Business Operations Analyst
- Project Development Specialist
- Financial Reporting Analyst
- Health Information Management Specialist
- Public Health Program Manager

Employment Options

- Consulting
- Health Insurance
- Manufacturing
- Health Services
- Financial Services
- Real Estate
- Market Research
- Wealth Management
- Media/Public Relations
- Advertisement and Marketing
- Retail
- Technology Firms

Private Sector

Key Tips:
Build Technical Skills
Connect via Career Fairs
Seek Out Internships

Job Titles

- Government Contracts Specialist
- Government Health Program Coordinator
- Healthcare Finance Manager
- Financial Consultant
- Production Data Analyst
- Marketing Manager
- Market Research Analyst
- Public Relations Specialist
- Recruitment Consultant
- Training and Development Specialist
- Investment Banking Analyst
- Regional Sales Manager
- Supply Chain Specialist

Employment Options

- Research Institutes
- Universities
- Hospitals/Health Centers
- Fundraising
- Economic Development
- Non-Governmental Organizations
- Economic & International Think Tank Groups
- Nonprofit Financial Organizations
- Nonprofit Health Management
- Technology Nonprofit

Nonprofit, NGO's, & More

Key Tips:
Volunteer
Seek Out Internships
Build Interpersonal Skills

Job Titles

- Budget Specialist
- Resource Manager
- Academic Professor
- Researcher/ Scientist
- Operations Associate
- Donor Relations/ Fundraising Coordinator
- Business Development Manager
- Health Economics Analyst
- Advocacy Specialist
- Legislative Coordinator
- Government Relations Manager
- Proposal Development

Explore additional resources through the Career Hub:

- [CAREER HUB EVENT SCHEDULE](#)
- [RESOURCES FOR DIVERSE BACKGROUNDS](#)
- [FEDERAL RESUME TEMPLATE](#)
- [NETWORKING TIPS](#)
- [JOB OFFER NEGOTIATION RESOURCES](#)

[BAM CAREER COMMUNITY](#)

Explore alumni stories, get ahead with featured jobs and internships, and subscribe to the newsletter.

[NEED HELP WITH JOB MATERIALS?](#)

Drop in to the Career Hub Studio to help strengthen your resume, cover letter, internship search, interview prep, job offer decisions and more!

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