Pace University Career Services

Career Profiles

Information on various majors. Career overview, occupational opportunities, potential employers, websites and more.
ACCOUNTING

Education Example

Pace University, Lubin School of Business

B.B.A. in Accounting

GPA: 3.X

Summary

Accountants help to ensure that firms are run efficiently, public records kept accurately, and taxes paid properly and on time. They analyze and communicate financial information for various entities such as companies, individual clients, and Federal, State, and local governments. Beyond carrying out the fundamental tasks of the occupation—providing information to clients by preparing, analyzing, and verifying financial documents—many accountants also offer budget analysis, financial and investment planning, information technology consulting, and limited legal services. Specific job duties vary widely among the four major fields of accounting and auditing: public accounting, management accounting, government accounting, and internal auditing. (www.bls.gov/oco/ococ001.htm)

Selected Occupational Opportunities

- Accountant, Public Practice
- Accounts payable Supervisor
- Auditor/Audit Manager
- Bank Examiner
- Benefits Analyst/Administrator
- Budget Accountant
- Business Credit/Loan Analyst
- Business Teacher
- Certified Public Accountant
- Chief Financial Officer
- Claim Adjuster/Examiner
- Consolidation Manager
- Controller
- Credit/Loan Officer
- Contract Administrator
- Corporate Accountant
- Credit/Collection Manager
- Cost Department Supervisor
- EDP Auditor
- Estate Planner
- External Auditor
- Financial Aid Director
- Financial Analyst
- Financial Investment Analyst
- Financial Planner
- Forensic Accountant
- Fund Raiser
- Industrial/Institutional Buyer
- Internal Auditor
- International Trade Specialist
- Inventory Control Specialist
- IRS Investigator
- Management Accountant
- Management Consultant
- Manager, Administrative Services
- Merger and Acquisition Specialist
- Payroll Manager
- Production Manager
- Property Accountant
- Sales Manager
- SEC Accountant
- Tax Accountant
- Tax Compliance Specialist
- Tax Supervisor/Auditor
- Treasury Manager
- Treasurer
- Underwriter

Skills and Abilities

Very detail oriented and highly accurate • Strong mathematical skills • Quick and accurate interpretation of facts and figures • Good oral and written communication skills • Adaptable, flexible, and able to quickly memorize constantly changing rules and regulations • Strong interest in working with numbers • Able to categorize tasks in orderly and systematic ways to reach practical fiscal solutions • Practical and dependable • Thorough and stable
ANTHROPOLOGY

Education Example

Pace University, Dyson School of Arts and Sciences

B.A. in Sociology/Anthropology

GPA: 3.8

Summary

Anthropology is the study of the origin, development, and behavior of humans. In the U.S., anthropology is generally divided into four branches, each containing numerous sub-fields: cultural or social anthropology, archaeology, linguistic anthropology, and biological anthropology. Most professional anthropological careers require a graduate degree.

Alternatively, an undergraduate major in anthropology can provide an excellent general education and lead to a very large variety of career paths when combined with other interests such as biology, communications, ecology, education, gender studies, history, language, literature, politics, psychology, public health, sociology and others.

Selected Occupational Opportunities

- Admissions Counselor
- Anthropologist
- Anthropology teacher
- Archaeologist
- Archeology fieldworker
- Business Manager
- Career Services Counselor
- Child Welfare Officer
- Community Affairs Specialist
- Community Agency Director
- Cooperative Extension Agent
- Editor/Writer/Journalist
- Fundraiser
- Government Agency Administrator
- Government Research Analyst
- Historical Society Director
- Insurance Claims Adjuster
- Labor Relations Representative
- Marriage Counselor
- Mental Health Agent
- Multi-cultural Educator
- Museum Curator
- Non-profit Agency Administrator
- Peace Corps/VISTA Worker
- Political Systems Researcher
- Preservationist
- Probation/Parole Officer
- Psychiatrist
- Psychologist
- Public Administrator
- Public Relations Specialist
- Radio/TV Newscaster
- Rehabilitation Counselor
- School Psychologist
- Social Worker
- Travel Consultant

Skills and Abilities

- Strong written and oral communication skills
- Ability to work well both independently and as part of a team
- Strong people skills
- Good analytical skills
- Flexible
- Ability to problem solve
- Strong liberal arts background

Job Outlook

Job openings in the field of anthropology are expected to increase much faster than average for all other fields between now and 2018, driven by growth in the management, scientific, and technical consulting services industry. Anthropologists who work as consultants will be needed to apply their analytical skills and knowledge to problems ranging from economic development to forensics. A growing number of anthropologists also will be needed in...
COMMUNICATIONS

Education Example

Pace University, Dyson School of Arts and Sciences
B.A. in Communication Studies
GPA: 3.X

New York, NY

Summary

The field of communications encompasses the areas of advertising, broadcasting, film, journalism, marketing, public relations/corporate communications, and publishing. A career in communications is one that utilizes strong interpersonal, written and verbal communication, visual, creativity and critical thinking skills often in a fast paced, ever-changing media environment. Pace’s communications and media majors provide class work in production, film, journalism, speech, media theory, new media, and writing for media, and prepares students with writing skills for all media outlets, technical skills in video production and editing, verbal skills for effective workplace communication and professional presentation skills. Students may also minor in Communications.

Selected Occupational Opportunities

- Publicist
- Media Planner
- Director
- Promotions Manager
- Magazine/Book Editor
- Photographer
- Program Director
- Technical Writer
- Film/Video Editor
- Brand Manager
- Producer
- Broadcast News Analyst
- News Director
- Screenwriter
- Art Director
- Creative Director
- Account Executive
- Copywriter
- Market Researcher
- General Manager
- Copy Editor
- Freelance Writer
- Editorial Assistant
- Chief Editor
- Researcher
- Production Assistant
- Investor Relations
- Corporate Communications
- Correspondent
- Columnist
- Station Manager
- Continuity Director
- Product Manager
- Camera Operator
- Media Buyer
- Event Promoter
- Producer
- Cinematographer
- Publisher

Skills and Abilities

- Strong oral and written communication
- Ability to work quickly and accurately under tight deadlines
- Understanding of industry-specific software and hardware
- Excellent networking skills
- Strong problem-solving and research skills
- Creativity
- Self-motivation, perseverance, and an ability to take and implement criticism

Resources & References

What Can I Do With This Degree? ([http://www.pace.edu/emplibrary/communications.pdf](http://www.pace.edu/emplibrary/communications.pdf))
Communications Careers Overview ([http://www.careeroverview.com/media-communications-careers.html](http://www.careeroverview.com/media-communications-careers.html))

Continued on reverse side
CRIMINAL JUSTICE

Education Example
Pace University, Dyson School of Arts and Sciences New York, NY
B.S. in Criminal Justice GPA: 3.X

Summary
A criminal justice program offers students an opportunity to pursue studies leading to law school, graduate school or a career in the administration of justice. Although many criminal justice graduates attend law school, an increasing number are choosing other areas of graduate work as well. Students with a degree in criminal justice often elect to do their graduate work in criminal or public administration. However, they can also pursue graduate degrees in any behavioral or social science, including political science, sociology, or psychology. Those who seek employment after completing their degree requirements have generally good prospects in such areas as correctional counseling, court administration, law enforcement and private security. In addition, many public and private agencies will have criminal justice-related job openings for planners, researchers, data analysts and others who have sharpened their skills in statistics and computer science.

Selected Occupational Opportunities

Entry Level/Bachelor’s Level
- Police Officer
- Paralegal
- Probation Officer
- Security Officer
- Animal Treatment Investigator
- Body Guard
- Corrections Officer
- Identification Specialist
- Armed Forces
- Criminal Justice Policy Analyst

Graduate Level/Experienced
- Attorney
- Judge
- Social Worker
- Public Defender
- Intelligence Agent
- Crime Scene Investigator
- Addiction Counselor
- Homeland Security Administrator
- Forensic Psychologist
- Criminologist

Skills and Abilities
- Strong oral and written communication
- Ability to work quickly and accurately under pressure
- Ability to separate emotions from work
- Excellent analytical and research skills
- Some criminal justice jobs require physical fitness and weapons and self-defense training
- Proficiency in appropriate technology
- Flexibility and adaptability

Resources & References
Academy of Criminal Justice Sciences (ACJS) (www.acjs.org/)
Criminal Justice Education (http://www.cjed.com/)
FBI Website (www.FBI.gov)
New York State Division of Criminal Justice Services (http://criminaljustice.state.ny.us/)
Occupational Outlook Handbook (www.bls.gov/oco)

Updated 3/11 ALL
CSIS

Education Example
Pace University, Seidenberg School of Computer Science & Information Systems New York, NY
B.S. in Computer Science
GPA: 3.X

Summary
Over the past two decades, computers and information systems have revolutionized society. The need for organizations and industries to incorporate existing and future technologies in order to remain competitive has become a very pressing issue. Computers and digital technology have also become the crux of entertainment and leisure in the U.S. A degree in computer science can be combined with personal interests to create an exciting and personally satisfying career path – art, music, business, history, film, economics, health, etc. Every imaginable industry needs custom-tailored technology and technology management to flourish in our ever-evolving digital world.

Selected Occupational Opportunities
- Digital Arts and Entertainment Programmer
- Software Engineer
- Game Designer
- Applications Programmer
- Systems Programmer
- Webmaster
- Technical Consultant
- Software Developer for E-Commerce
- Medical Systems Administrators
- Digital Animator
- Telecommunications Analyst
- Systems Security Specialist
- Computer Engineer
- Technical writer
- Professor
- Web Developer
- Computer Forensics Consultant
- Music Engineer

Skills and Abilities
- Broad experience in diverse technologies
- Strong technical knowledge
- Excellent analytical skills
- Ability to think abstractly and solve complex problems
- Strong math skills
- Flexibility and adaptability
- Superior planning and organizational abilities
- Logical, process-oriented thinker
- Creativity
- Initiative and drive

Job Outlook
According to the Bureau of Labor Statistics, overall employment of computer network, systems, and database administrators is projected to increase by 30 percent from 2008 to 2018, much faster than the average for all occupations. In addition, this occupation will add 286,600 new jobs over that period. Employment of computer software engineers and computer programmers is projected to increase by 21 percent from 2008 to 2018, much faster than the average for all occupations. New growth areas will also continue to arise from rapidly evolving technologies. The increasing uses of the Internet, the proliferation of Web sites, and mobile technology such as the

Continued on reverse side
ECONOMICS

Education Example

Pace University, Dyson School of Arts and Sciences  
New York, NY
B.A. in Economics
GPA: 3.X

Summary

Economics is a study of how effectively society meets its human and material needs. It provides a logical, ordered way of looking at various problems. It draws upon history, philosophy, and mathematics to deal with subjects ranging from how an individual household or business can make sound decisions, to societal issues such as unemployment, inflation, and environmental decay. As a result economics is widely recognized as a solid background for many jobs and professions in business, government, and the law. Economics majors have a wide range of choices and a great deal of flexibility when deciding on an interesting and challenging profession. An undergraduate major in economics can be an ideal preparation for work on a Master of Business Administration degree and many business graduate schools encourage students to take at least some economics courses. Economics also offers an excellent preparation if the student's goal is to become a lawyer. Many law schools now believe that economics represents one of the best backgrounds for success because of its logical approach to problems. Government and other nonprofit organizations provide job openings for those with degrees in economics.

Selected Occupational Opportunities

Actuary  
Efficiency Expert  
Intelligence Agent  
Labor Economist

Auditor  
Entrepreneur  
Labor Relations Specialist

Bank Officer  
Estate Planner  
Lawyer

Bond Trader  
Financial Economist  
Litigation Analyst

Business Forecaster  
Financial Officer  
Management Consultant/Analyst

Business Manager  
Financial Planner/Analyst  
Market Research Analyst

Chamber of Commerce Analyst  
Financial Reporter  
Politician

Compensation Administrator  
Hospitality Manager  
Securities Trader

Consultant  
Industrial Economist  
Statistician

Consumer Affairs Director  
Industrial Transportation Specialist  
Teacher

Consumer Goods Rep  
Industrial/Institutional Buyer  
Underwriter

Skills and Abilities

Strong oral and written communication  
Excellent analytical and research skills  
Proficiency in appropriate technology  
Able to work with large data sets  
Active learning  
Proficiency in statistical and data analysis

Resources & References

Occupational Outlook Handbook (www.bls.gov/oco)  
American Economics Association (http://www.aeaweb.org)  
National Association for Business Economics (http://www.econjobs.nabe.com)  
National Economic Association (http://www.neaecon.org)

Updated 3/11  ALL
ENGLISH

Education Example

Pace University, Dyson School of Arts and Sciences
New York, NY
B.A. in English and Communications
GPA: 3.X

Summary

English as a field of study focuses on language as a medium of communication. The study of English is at the heart of a humanities education. English majors study the structure and content of literature, whether in the form of poetry, prose, or drama; explore theories of language and literature; and develop their ability to mold and interpret language through speech and writing.

Skills and Abilities

Excellent analytical skills • Strong ability to think critically and independently • Superior oral and written communication • Ability to organize and interpret information • Strong critical reading skills • Ability to concisely summarize ideas • Ability to handle and implement criticism • Creativity • Editing and revising skills • Comfortable with public speaking • Adept at extracting relevant information from large amounts of text • Good rhetoric skills

General Career Paths

The study of English can encompass three broad areas: literature, creative writing or journalism. The study of English Literature does not convert directly to an occupation, unless one goes on for an advanced degree in order to teach. A background in English Literature provides a strong foundation for careers in areas that require very strong written communication skills. Creative Writing can lead to work as a playwright, screenwriter, author, or poet, depending upon one’s creative abilities. Journalism can lead to work on newspapers and/or magazines as writers or editors, with Business Journalism majors focusing on the business/economic arena. (Business Journalism is a specialization area of the Business Communication Major.) Graduates with a Bachelor’s degree in English have pursued careers in business, academia, and public service. While a major in English prepares students most directly for careers in education, creative writing or journalism, the degree also offers excellent preparation for advanced graduate work or study in law or other professional programs.

Resources & References

- Occupational Outlook Handbook (www.bls.gov/oco)
- National Council of Teachers of English (http://www.ncte.org/)
- Magazine Publishers of America (http://www.magazine.org/)
- American Copy Editors Society (http://www.copydesk.org/)
- What Can I Do with an English Degree? (http://www.pace.edu/emplibrary/ENGLISH.PDF)
- Note to an English Major (http://classiclit.about.com/od/allabouteducation/a/aa_englishmaj.htm)
FINANCE AND INVESTMENTS

Education Example

Pace University, Lubin School of Business
B.B.A. in Finance
GPA: 3.X

Summary

Those in the field of finance and investments provide guidance to businesses and individuals making investment and other monetary decisions. The main branches of the finance and investment industry are Corporate and Public Finance; Banking; Investment Banking; Insurance; Real Estate; Personal Financial Advising; and Money Management. Much of the work in this field is fast-paced, deal-oriented, and high-stakes, although there are finance and investment career options that can be lower key, i.e. Payroll Coordinators, Credit Counselors, etc. If you are at ease with numbers and analysis, have a tolerance for risk, and don’t mind putting your personal life on hold for the sake of your job, then a career in finance and investments may be a great choice for you.

Selected Occupational Opportunities

- Actuary
- Appraiser
- Audit Manager
- Bank Manager
- Bank Representative
- Bookkeeper
- Branch Manager
- Budget Analyst
- Business Analyst
- Business Manager
- Chief Executive Officer
- Chief Financial Officer
- Claim Financial Officer
- Commodities Trader
- Controller
- Credit Counselor
- Credit/Loan Officer
- Estimator
- External Auditor
- Finance Writer
- Financial Analyst
- Financial Consultant
- Financial Economist
- Financial Planner
- Foreign Exchange Trader
- Industrial/Institutional Buyer
- Insurance Agent/Broker
- International Trade Specialist
- Investment Banker
- Investment Researcher
- Investor Relations
- Management Accountant
- Market Research Analyst
- Mergers/Acquisitions Manager
- Mutual Fund Manager
- Mutual Fund Trader
- Payroll Administrator
- Portfolio Analyst
- Property Manager
- Rate Analyst
- Real Estate Developer
- Sales Analyst
- Securities Analyst
- Securities Broker
- Stockbroker
- System Analyst
- Treasury Specialist
- Trust Analyst

Skills and Abilities

Strong ability to organize, analyze, and interpret data • Good logic skills • Ability to synthesize information from various sources • Superior quantitative skills and computer proficiency • Able to manage stress well • Solid communication skills • Initiative and self-motivation • Strong ability to evaluate tradeoffs between profits and risks

Job Outlook

Although jobs in the finance and investment industry are expected to grow faster than in most other industries,
HISTORY

Education Example

Pace University, Dyson School of Arts and Sciences
B.A. in History
GPA: 3.X

Summary

The study of history involves learning about diverse cultures and developing knowledge of different time periods and regions. Themes include research and scientific progress, religious beliefs, politics, economic development, racial identity, women’s roles, and social and artistic aspects of life. In general, historians study, assess, and interpret the past to determine what happened and why. They examine court documents, diaries, letters, and newspaper accounts. They interview individuals and study archeological and artifactual evidence. They conduct research, write, teach, evaluate, and make recommendations.

Contrary to popular belief, History majors are not limited to careers in teaching or government. For those who choose not to work directly in the field, a history major offers an exceptional base from which to launch a career in many different areas. Studying history allows one to interpret events based on different perspectives, understand their impact, and see connections between them. These abilities are valuable assets in any career.

Selected Occupational Opportunities

- Archivist
- Biographer
- Genealogist
- Lecturer
- Museum Curator
- Research Analyst/Assistant
- Teacher/Professor
- Tour Guide
- City Manager
- Congressional Aide
- Consumer Advocate
- Lawyer
- Political Scientist
- Corporate Historian
- Corporate Trainer
- Financial Analyst
- Student Affairs Administrator
- Information Manager
- Insurance Agent
- Sales/Marketing Representative
- Management Consultant
- Urban Planner
- Fundraiser
- Journalist
- Bank Officer
- Public Relations Officer
- Political Systems Researcher
- Preservationist
- Probation/Parole Officer
- Psychiatrist
- Psychologist
- Public Administrator
- Public Relations Specialist
- Radio/TV Newscaster
- Rehabilitation Counselor
- School Psychologist
- Social Worker
- Travel Consultant

Skills and Abilities

Strong writing skills • Ability to synthesize information from various sources • Superior communication skills
- Ability to conduct and verbally explain research • Initiative and self-motivation • Strong analytical skills • Proficiency for accurate details • Ability to remain objective and open-minded • Ability to work well both independently and as part of a team • Strong people skills

Continued on reverse side
HUMAN RESOURCES

Education Example
Pace University, Dyson School of Arts and Sciences

B.B.A. in Management - Human Resources
GPA: 3.X

Summary
Human Resources professionals are responsible for an organization’s recruitment needs, employee skills development, payroll and benefits administration, performance evaluations, compliance with government regulations, diversity initiatives and other personnel areas. HR is involved in the management of employees who contribute to the success of their company or organization. To enhance morale and productivity, limit job turnover, and help organizations increase performance and improve business results, HR professionals also help departments utilize employee skills, provide training and development opportunities to improve those skills, and increase employee job satisfaction. Although some roles in HR require limited contact with people outside the office, working with people is an important part of the job. In filling entry-level positions, employers often seek college graduates who have majored in human resources, human resources administration, or industrial and labor relations; other employers look for college graduates with a technical or business background or a well-rounded liberal arts education.

Skills and Abilities
Strong written and oral communication skills • Ability to work well both independently and as part of a team • Strong people skills • Good analytical skills • Flexible • Ability to problem solve • Strong people skills • Ability to apply technicalities, rules, and regulations to real-life situations • Basic counseling skills

Career Snapshots

Human resources generalists may handle all aspects of human resources work, and require an extensive range of knowledge. The responsibilities of generalists can vary widely depending on their employer’s needs. (bls.gov/oco)

Recruiters maintain contacts within the community and may travel considerably, often to college campuses, to search for promising job applicants. Recruiters screen, interview, and occasionally test applicants. They also check references and extend job offers. They must be thoroughly familiar with the organization and its human resources policies in order to discuss wages, working conditions, and promotional opportunities with prospective employees. (bls.gov/oco)

Compensation managers devise ways to ensure fair and equitable pay rates. They may conduct surveys to see how their firm’s rates compare with others and to see that the firm’s pay scale complies with changing laws and regulations. In addition, compensation managers often manage their firm’s performance evaluation system, and may design reward systems. (bls.gov/oco)

Employee benefits specialists manage the company’s employee benefits program, notably its health insurance and retirement plans. Expertise in designing and administering benefits programs continues to take on importance as employer-provided benefits account for a growing proportion of overall compensation costs, and as benefit plans

Continued on reverse side
LIBERAL ARTS

Education Example
Pace University, Dyson School of Arts and Sciences New York, NY
B.A. in Liberal Studies
GPA: 3.8

Summary
A liberal arts education provides a broad background in a number of subject areas which include the humanities, mathematics, sciences, and foreign languages, and social sciences. Students with liberal arts degrees are exposed to different perspectives and are able to gain a well-rounded education. Students with a liberal arts background have a large range of skill sets that are appealing to employers from different industries. Through an education in liberal arts, students are able to develop communication, critical thinking, and problem solving skills that are important to today’s workplace. As a result of a liberal arts education, graduates are able to develop a broad foundation of knowledge and enter a wide array of career fields. A liberal arts degree also allows a student to continue their studies in many different graduate programs including business, law, medicine, etc.

Relevant Skills
Many occupations today require a college-educated individual who can write and speak well, solve problems, learn new information quickly and work well with others on a team. These transferable skills can be easily acquired through a liberal arts education and work experience in a variety of fields. The following are valuable skills sought after in all fields and careers:

Analytical   Interpersonal   Presentation
Communication Leadership   Problem Solving
Computer Multicultural understanding   Reading Comprehension
Creativity  Open-mindedness  Research
Critical Thinking  Organizational  Time Management
Foreign Language Planning   Writing

Resources & References
Pace Career Services – meet with your counselor to help clarify your career interests and plan your career goals!
Occupational Outlook Handbook (www.bls.gov/oco)
MyMajors.com (www.mymajors.com)
MyPlan.com (www.myplan.com)
Marketing Your Liberal Arts Degree (http://www.quintcareers.com/marketing_liberal-arts_degrees.html)
College Board (http://www.collegeboard.com/student/csearch/majors_careers/38381.html)
Ask the Headhunter (http://www.asktheheadhunter.com/haliberalarts.htm)

Updated 3/11  ALL
MARKETING

Education Example
Pace University, Lubin School of Business New York, NY
B.B.A. in Marketing GPA: 3.X

Summary
Marketing is crucial to any firm. Marketing managers identify who a firm’s customers are, what they need, and how the firm can best satisfy that need. Areas of study include buyer behavior, the development of new products, channels of distribution, advertising, sales promotion, and marketing research. Marketing management consists of planning, implementing, and controlling marketing activities. Included among these activities are such things as helping to design products or services to satisfy customer’s needs, designing pricing and advertising strategies, implementing distribution procedures, and evaluating operations to achieve optimal and profitable utilization of resources. In addition to the general Marketing major, Pace University students may pursue a concentration in Marketing Management, International Marketing, Advertising & Promotion and eBusiness & Interactive Media.

Selected Occupational Opportunities
- Account Representative
- Advertising Executive
- Art Director
- Bank Officer
- Brand Manager
- Buyer
- Circulation Manager
- Manager
- Commercial Artist
- Grant Writer
- Fund Raiser
- Media Buyer/Analyst
- Credit/Loan Administrator
- Customer Service Manager
- Development Officer
- Direct Mail Specialist
- Distribution Manager
- District Sales Manager
- Market Research Analyst
- Financial Planner
- Franchise Specialist
- Comparison Shopper
- Telecommunications Director
- Event Promoter
- Import/Export Manager
- International Marketer
- Internet Marketing Specialist
- Inventory Control Specialist
- Lobbyist
- Management Trainee
- Market Representative
- Sales Agent
- Marketing Field Coordinator
- Marketing Planner
- Fund-raiser
- Packaging Specialist
- Traffic Coordinator
- Merchandising Manager

Skills and Abilities
Strong critical thinking skills • Strong ability to influence people and “close the deal” • Plan and administer financial plans • Strong leadership and supervisory skills • Comfortable negotiating deals and agreements • Creative/able to generate new ideas • Excellent communication & interpersonal skills • Pro-active thinking: able to anticipate issues/problems and devises new strategies and solutions

Job Outlook
Overall employment of advertising, marketing, promotions, public relations, and sales managers is expected to

Continued on reverse side
MATHEMATICS

Education Example

Pace University, Dyson School of Arts and Sciences                                                                                         New York, NY

B.S. in Mathematics
GPA: 3.X

Summary

Mathematics is sometimes called the Queen of the Sciences. It is a field that serves science but also stands on its own as one of the greatest expressions of human thought. Mathematics demands careful, rigorous, analytical reasoning. Mathematicians use mathematical theory, computational techniques, algorithms, and the latest computer technology to solve scientific, engineering, economic, and business problems. The intellectual development afforded by an undergraduate concentration in mathematics provides an excellent background for a wide variety of vocations. Graduates have gone on to successful careers in law, medicine, politics, and business, as well as every aspect of science, computer science, technology, and of course mathematics itself.

Selected Occupational Opportunities

- Research scientist
- Mathematician
- Physicist
- Chemist
- Atmospheric scientist
- Teacher
- Professor
- Medical researcher
- Physician
- Research associate
- Biomathematician
- Broker
- Actuarial analyst
- Financial services manager
- Financial consultant
- Chief financial officer
- Pension fund administrator
- Benefits specialist
- Health consultant
- Financial planner
- Investment banker
- Software engineer
- Data analyst
- Demographer
- Meteorologist
- Cryptologist
- Grant administrator
- State budget director
- Social Security administrator
- Public policy analyst
- Lawyer
- Accountant
- Management Consultant

Skills and Abilities

- Very detail oriented and highly accurate
- Strong analytical skills
- Quick and accurate interpretation of facts and figures
- Good oral and written communication skills
- Adaptable and flexible
- Strong interest in working with numbers
- Able to categorize large amounts of data in orderly and systematic

Resources & References

The US Government’s Occupational Outlook Handbook (http://stats.bls.gov/oco/)
American Mathematical Society (http://www.ams.org)
Math for America Teaching Fellows (http://www.mathforamerica.org/home)
What Can I Do With a Math Degree? (http://www.pace.edu/emplibrary/mathematics.pdf)
Mathematical Association of America (http://www.maa.org/)

Updated 3/11 ALL
PERFORMING ARTS

Education Example
Pace University, Dyson School of Arts and Sciences
New York, NY
B.A. in Sociology/Anthropology
GPA: 3.X

Summary
Performing artists traffic in art. Their subjects are beauty and human meaning—the creative application of their imaginations, channeled through their skills, into performances that entertain, amuse, provoke, and delight. Because of the fame and fortune accorded those who succeed in Hollywood, on Broadway, or in Carnegie Hall, untold millions are drawn toward careers in the performing arts. Very few succeed financially (the notion of the "starving artist" comes from somewhere, after all). Only those with determination, talent, discipline, and luck manage to find careers in which they support themselves in the performing arts.

Those who succeed on the world stage spend years laboring to learn the nuances of their medium of expression. Their work involves mastering, for instance, the art of inflection (if they’re actors) or the graceful transition from one point in a room to another (if they’re dancers). Performing artists work to express meaning or beauty through their performances. They create new ways to interpret old things (for example, Kenneth Branagh’s Henry V versus Laurence Olivier’s version) or create new things reflecting whatever reality surrounds them (such as Stravinsky’s Rites of Spring). Some manage to make a living at it; others perform as a hobby. As a result, the majority of performing artists supplement their incomes with one or more additional jobs. Many wind up teaching, or working in areas peripheral to their primary field of interest. A musician might support himself or herself by writing advertising jingles, or working on sound effects for a movie.

An aspiring Broadway actor or dancer might find himself or herself dancing in a Britney Spears music video or on the stage of an amusement park, working as a film extra, or performing with a local theater company or at a neighborhood cafe. Others work in arts administration, fundraising, or managing arts organizations, auditioning only if and when time permits.

Skills and Abilities
Ability to concentrate and practice intensely for long periods of time • Superior memorization skills • Ability to speak articulately, listen introspectively and make keen observations • Ability to work well under pressure and meet deadlines • Ability to handle rejection • Good understanding of basic human psychology • Ability to attract the attention of others • Extremely persistent and dedicated • Adept at thinking “outside the box”

Resources & References
ArtSearch.com Theater & Theater Education Jobs (http://jobs.artsearch.us/)
Vocational Information Center – Arts Careers (http://www.khake.com/page48.html)
Screen Actors Guild (http://www.sag.org/)
Actors’ Equity Association (http://www.actorsequity.org/)

Updated 3/11  ALL
POLITICAL SCIENCE

Education Example

Pace University, Dyson School of Arts and Sciences
B.A. in Political Science
New York, NY
GPA: 3.X

Summary

Political Science is the systematic study of government, political structures, processes, and policies, utilizing institutional, quantitative, and philosophical approaches. This diverse field encompasses political theory, international relations, American and comparative government, public policy, and research methodology. Study in political science prepares individuals for active citizenship, for careers in public affairs, and for advanced study in the social sciences and law. Training in problem solving and systematic analysis prepares the political science major for many different types of government and private positions. Students with a Bachelor’s degree in Political Science may find employment in such areas as civil service, public interest and advocacy groups, non-profit organizations, banking, or major corporations. An advanced degree in political science, law, public policy and administration, public health or urban planning is generally required for consulting work, administrative positions, college teaching, or research positions.

Selected Occupational Opportunities

- Legislative aide
- Staff assistant
- International lawyer
- Paralegal
- Legal investigator
- City manager
- Corrections officer
- Urban policy planner
- Teacher, secondary level
- College/university professor
- News analyst
- Press agent
- Editorial assistant
- Public affairs reporter
- Web designer
- Lawyer
- Environmental lawyer
- Strategist
- Publications director
- Issues director
- Development director
- Lobbyist
- Event coordinator
- Peace Corps volunteer

Skills and Abilities

Excellent analytical skills • Strong ability to think critically and independently • Superior oral and written communication • Ability to organize and interpret information • Strong critical reading skills • Ability to concisely summarize ideas • Ability to handle and implement criticism • Creativity • Editing and revising skills • Comfortable with public speaking • Adept at extracting relevant information from large amounts of text • Good rhetoric skills

Resources & References

International Association of Political Science Students (http://www.iapss.org)
Careers in Government (http://www.careersingovernment.com/)
Career OneStop (http://www.careeronestop.org/ExploreCareers/ExploreCareers.aspx)
Pre-Law Student Services (http://www.ilrg.com/pre-law.html)
Idealist.org (www.idealist.org)

Updated 3/11 ALL
PSYCHOLOGY

Education Example

Pace University, Dyson School of Arts and Sciences New York, NY
B.A./M.A in Psychology/Counseling
GPA: 3.X

Summary

Psychology is the study of how human beings act, think and feel. Students of psychology gain an appreciation of human diversity, of the complexity of human and animal behavior, and of the value of the empirical approach to understanding complex problems. With an understanding of human development and mental processes, the psychology major promotes human welfare in a variety of environments including health and human services, research, management, education, law, and sports. Most careers in psychology require a graduate or doctoral degree.

Selected Occupational Opportunities

- Clinical Psychologist
- Social Worker
- Psychiatrist
- Pharmaceutical Researcher
- School Psychologist
- Teacher
- Industrial/Organizational Psychologist
- Mental Health Counselor
- Addiction Counselor
- Grief & Bereavement Counselor
- Psychological Researcher
- Forensic Psychologist
- Probation Officer
- Marketing Consultant
- Correctional Treatment Specialist
- Special Education Teacher
- Developmental Psychologist
- Career Counselor

Skills and Abilities

Excellent analytical skills • Strong ability to mediate and negotiate conflicts • Objectivity • Strong active listening skills • Superior oral and written communication • Ability to apply psychological theories to practice • Goal and conflict clarification skills • Compassion • Solid crisis management skills • Commitment to continuing education

Career Growth

Bachelor’s Graduates

A degree in psychology provides students with skills and abilities that may serve as building blocks towards any number of occupations and career paths, particularly those focused on a humanitarian concern for people. Graduates have been employed as assistants in rehabilitation centers, employment counselors, correction counselor trainees, interviewers, personnel analysts, probation officers, and writers. However, as is true with many Liberal Arts degrees, a majority of undergraduate psychology majors are working in areas unrelated to their major. Many graduates find jobs in the business world, administrative support, public affairs, education, sales, service industries, health-related fields, the biological sciences, and computer programming.

Continued on reverse side
SOCIOMETRY

Education Example

Pace University, Dyson School of Arts and Sciences  
New York, NY

*B.A. in Political Science
GPA: 3.X

Summary

Sociology is the study of social life, social change, and the social causes and consequences of human behavior. Sociologists investigate the structure of groups, organizations, and societies, and how people interact within these contexts. The subject matter of sociology ranges from the intimate family to the hostile mob; from organized crime to religious cults; from the divisions of race, gender and social class to the shared beliefs of a common culture; and from the sociology of work to the sociology of sports. Sociology provides many distinctive perspectives on the world, generating new ideas and critiquing the old. The field also offers a range of research techniques that can be applied to virtually any aspect of social life: street crime and delinquency, corporate downsizing, how people express emotions, welfare or education reform, how families differ and flourish, or problems of peace and war. Because sociology addresses the most challenging issues of our time, it is a rapidly expanding field whose potential is increasingly tapped by those who craft policies and create programs.

Selected Occupational Opportunities

- Adoption Agent
- Advertising Manager
- Aging Specialist
- Alcohol and Drug Case Worker
- Corrections officer
- Urban policy planner
- Budget Analyst
- Career Services Counselor
- Child Welfare Officer
- Civil Engineer
- Community Relations Director
- Criminologist
- Public Affairs Specialist
- Social Worker
- Family Therapist
- Hospital Administrator
- Human Resources Administrator
- Gerontologist
- Mental Health Agent
- Nutritionist
- Parole Officer
- Peace Corps/VISTA Worker
- Political Systems Researcher
- Professor
- Public Health Specialist
- Social Scientist
- Welfare Counselor
- Demographic Analyst
- Adoption Agent
- Advertising Manager
- Aging Specialist
- Alcohol and Drug Case Worker
- Corrections officer
- Urban policy planner
- Budget Analyst
- Career Services Counselor
- Child Welfare Officer
- Civil Engineer
- Community Relations Director
- Criminologist
- Public Affairs Specialist
- Social Worker
- Family Therapist
- Hospital Administrator
- Human Resources Administrator
- Gerontologist
- Mental Health Agent
- Nutritionist
- Parole Officer
- Peace Corps/VISTA Worker
- Political Systems Researcher
- Professor
- Public Health Specialist
- Social Scientist
- Welfare Counselor
- Demographic Analyst

Skills and Abilities

Excellent analytical skills • Strong ability to think critically and independently • Superior oral and written communication • Ability to organize and interpret information • Strong critical reading skills • Ability to concisely summarize ideas • Ability to handle and implement criticism • Creativity • Editing and revising skills • Comfortable with public speaking • Adept at extracting relevant information from large amounts of text • Good rhetoric skills

Resources & References

Idealist.org (www.idealistic.org)
The Soc Journal (http://www.sociology.org/)
American Sociological Association (http://www.asanet.org/)
Nonprofit Career Network (http://www.nonprofitcareer.com/)

Updated 3/11 ALL