

INTERNSHIP & JOB FAIR

# SUCCESS KIT

OCT. 21, 2016

10 A.M. TO 12 P.M.

LOANN CRANE

CENTER FOR DESIGN



# PAVE YOUR SUCCESS

We're so excited you'll be joining us for this year's Internship & Job Fair. We want you to rock it, so here are a few dos and don'ts to help you succeed at this year's fair.

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## BEFORE THE FAIR...

Register to attend this year's Internship & Job Fair.  
URL: [ccad.edu/job-fair](http://ccad.edu/job-fair)

### ATTEND PREP WORKSHOP

Our workshop at **11 a.m. on Wednesday, Oct. 5**, in the Canzani Multipurpose Room will equip you with the know-how to tackle prep for this year's fair.

### TAILOR YOUR RESUME AND COVER LETTER

Flip to page 5 for helpful tips in crafting a set of killer credentials.

### GIVE YOUR PERSONAL BRAND A FACELIFT

Your professional footprint involves more than a resume and cover letter. It also includes professional websites, active social media channels, and more. Check out the dos and don'ts on page 8.

### RESEARCH ATTENDING EMPLOYERS

It's not enough to simply sell your experience to employers. You need to understand a company's culture and products and how your experience can contribute to its business objectives. Tips on page 12 will guide you through using info about companies to prepare effective, tailored elevator pitches. Check out the list of attending employers on page 16.

### VISIT [ccadcareers.com](http://ccadcareers.com)

The CCAD Career Board has internship and career opportunities, some of which may be from attending employers at this year's fair.

## AFTER THE FAIR...

### SEND THANK YOU NOTES

Receiving a thank you note – or not – could be a consideration for employers when selecting applicants for interviews. Take a look at some best practices for writing an effective thank you note found on page 15.

### CHECK YOUR EMAIL AND PHONE FREQUENTLY

Employers will usually request an interview by email or phone. It's important to respond to both in a timely manner.

### DON'T GIVE UP!

If you're waiting for responses from employers, continue your search efforts by proactively looking for additional opportunities. Contact Career Services if you need tips for managing the search process – we'd be happy to help you develop a plan to stay on task.

## DURING THE FAIR...

### DRESS PROFESSIONALLY

Looking the part helps you land the part. Check out our tips and suggestions about what to wear to the fair on page 11.

### PLAN TO ARRIVE EARLY

Career fairs fill up quickly with prospective candidates. Be one of the first to leave a positive, memorable impression with your list of target employers.

### MAP YOUR PATH TO SUCCESS

We'll provide you with a map of attending employers. Identify the locations of your targeted list of companies and plan the order in which you'll visit their booths.

### PROMOTE YOUR INDUSTRY EXPERIENCE

Brag on your related work experience and credentials. See more tips on page 12.

### INQUIRE ABOUT THE HIRING PROCESS

Ask for details about each employer's hiring process and plans to schedule interviews. Take note of their responses and reaffirm interest in open positions.

### REQUEST BUSINESS CARDS FROM EMPLOYERS



## GISELLE CAREERS

(614) 222-4045  
careers@ccad.edu  
www.ccadcareers.com  
www.linkedin.com/in/gcareers

### Summary of Skills

Bilingual advertising and graphic design student with a passion for social media and retail design to reach youth audiences. Utilizes fierce commitment to learning through collaboration, professional development and a positive, can-do attitude.

- Adobe Creative Suite 5 & 6
- Final Cut Pro 7
- Microsoft Office Suite
- Social Media Strategy & Development
- Trend Forecasting & Conceptualization
- Fluency in English and French

### Education

Columbus College of Art & Design,  
Columbus, Ohio  
B.F.A. Advertising & Graphic Design  
Expected Graduation: May 2016

### Awards & Recognition

Student Gold, Collateral Material, American Advertising Federation  
2015  
National Art Honor Society Scholarship, Columbus College of Art & Design  
2012  
Merit Scholarship, Columbus College of Art & Design  
2015

### Interests & Characteristics

Domestic & International Travel | Ethnic Cuisine | Ballroom Dance | Book Club | Local Dining | Uninhibited Believer | Lifelong Learner

### Industry Experience

Youth Brands, Metro City, Illinois  
Graphic Design Intern  
January 2015 – April 2015

- Designed infographic, which highlighted summer fashion trends amongst teens ages 13-18; redeveloped infographic for Twitter use, resulting in nearly 200 retweets and a 5 percent increase in followers.
- Researched teen fashion trends, which influenced layout of a spring 2015 “Look Book,” a snapshot of upcoming fashion pieces, with a distribution to more than 500,000 local contacts.
- Managed layout and design of internal eNewsletter, a monthly news publication drafted by marketing and communications, with circulation to more than 8,000 employees nationwide.

Buckeye Communications, Columbus, Ohio  
Creative Intern  
May 2014 – August 2014

- Provided integrated marketing and communications support to five clients in the retail, automotive and technology industries; support included collateral development, which adhered to brand standards, resizing of advertisements and retouching of images.
- Participated in internal client planning meetings, which included representation from communication/marketing, media planning/buying, brand planning, digital and creative.
- Collaborated with Account Executives and Creative Directors to design and produce a retail client’s annual report, a 75-page document centered on communicating the brand’s new vision and values, and year-end achievements.
- Spearheaded design of marketing collateral for agency’s Operation Feed Week, which was used to raise internal awareness about hunger in Central Ohio; items included promotional signage, postcards and design for an internal eBlast.

### Professional Experience

Espresso Coffeehouse, Columbus, Ohio  
Lead Barista  
October 2013 – Present

- Manages team of seven baristas to provide guests with a premium coffee experience in a relaxing and welcoming environment.
- Partners with owner to maintain coffee inventory and ensures new orders are placed timely and accurately.
- Assists with management of daily sales reports and processes earnings for financial recordkeeping.

### Activities & Involvement

CCAD Advertising & Graphic Design Student Collective, Member  
August 2014 – Present

American Advertising Federation, Member  
July 2014 – Present

CCAD Student Programming Board, Member  
August 2013 – May 2015

# RESUME AND COVER LETTER ETIQUETTE

A well-crafted resume and cover letter are vital tools during your career search at the Internship & Job Fair. Employers may receive hundreds of applicants for one opening, so it’s important to quickly and succinctly show you meet or exceed the qualifications required.

## ROCK YOUR RESUME

Your resume is a snapshot of your academic and employment history, and should capture achievements that pertain to an employer.

*Consider organizing your resume using the following headers:*

### SUMMARY

In one or two sentences, briefly describe your academic standing, area of focus and skills relevant to the employer.

### EDUCATION

List CCAD, your anticipated degree and major, any minors or specializations, and expected month and year of graduation. As a best practice, do not include high school information unless it’s related to your current area of study.

### SKILLS

Include technical skills that pertain to your major or industry here.

### INDUSTRY EXPERIENCE

List industry-relevant work experience, starting with the most recent. Use powerful action verbs to describe responsibilities and achievements under each employment opportunity, noting the positive results you secured, wherever possible.

### WORK EXPERIENCE

Employment opportunities outside of your major or industry, as long as they demonstrate leadership, independence, and the ability to collaborate should be included here. (Start with the most recent first.) Use discretion when listing these types of opportunities and ensure they showcase “soft skills” if you choose to include them.

### PROFESSIONAL ORGANIZATIONS AND INVOLVEMENT

Add membership in any professional or student organizations here, including applicable titles and length of involvement.

# GISELLE CAREERS

614) 222-4045 | careers@ccad.edu  
www.ccadcareers.com  
www.linkedin.com/in/gcareers

Employer Name  
Employer's Title  
Company Name  
Street Address  
City, State Zip Code

Today's date

Dear Hiring Manager,

The first paragraph states why you're writing, names the type of position, mentions how you heard about it and what interests you about the company and opportunity. If a person referred you, mention the person's name here. Keep this paragraph short. This is your chance to show the reader you have researched the company.

The main body of your letter, which may be one or two paragraphs long, should detail what you could contribute to the company and how your qualifications align with the organization's mission. The body of your letter should further reflect the research you have done on the employer and elaborate on your interests and experience. Be careful not to reiterate everything that's on your resume. Instead, provide details about a few key aspects of your background and experience as it pertains to the employer. If you're applying for your first internship or industry opportunity, you can refer to class projects here that are not on your resume, if relevant.

The closing paragraph should reiterate your strong interest in the company. Refer the employer to your enclosed resume and any other included materials, such as examples of your work. Indicate how you are best reached (for example, phone number with area code and/or email address).

Thank the employer for his or her time and consideration.

Sincerely,

Your Name

## CRAFTING YOUR COVER LETTER

Cover letters give you a chance to tell employers why you're a good fit for a job. The ideal cover letter says what you'd bring to a specific company, makes connections between your previous work history and that company's industry objectives. Think of it as an opportunity to expand upon notable projects included in your resume while also bridging connections between your experience and an employer's business.

One size does not fit all. So consider writing customized cover letters for each employer you plan to meet at this year's fair. (That list of companies is on page 16.)

*As you're writing each draft, keep the following in mind:*

### BEGIN BY EXPRESSING INTEREST

in the company and open position, and indicate how you learned of the opportunity. If the employer doesn't have a position open, research the company's career structure (check employee titles and responsibilities on LinkedIn) and identify the type of position you hope to secure. It's likely you'll be most qualified for internships and entry-level positions.

### BRIEFLY EXPLAIN

why you're interested in the company. Research the company's mission statement and make a connection between your skill set and their business objectives.

### DESCRIBE THE DETAILS

of relevant classroom or internship assignments and connect them with related projects the company has managed. This shows an understanding of their business. Again, if you have a copy of the career description for the job in which you're applying, align your experience with the needs of the position. Wherever possible, indicate the positive results achieved for the classroom assignment or internship project discussed.

### THANK THE COMPANY

for its consideration, reaffirm interest in the organization, and note the best email address and phone number where you can be reached.

*As you're outlining your experience, remember this: it's not about you – it's about the employer.*

First and foremost, it's effectively communicating the value your skills will bring to the employer. And it shows that you've done your homework and have a solid understanding of that company's business.

*Questions? Career Services is here to help.  
Contact us at [careers@ccad.edu](mailto:careers@ccad.edu) or 614.222.4045 to schedule an appointment.*

# BOOST YOUR PERSONAL BRAND

Your professional image extends far beyond your resume and cover letter. Your brand also includes your portfolio, professional website, social media channels, commentary on internet content, and professional appearance. In essence, it encompasses any medium that's tied to your identity, and if employers can access it, they may use it in their assessment of your fit with their company and culture.

The good news is there are a few steps you can take to keep your brand in great standing. Before you begin meeting with employers, consider updating or creating the items below.

## PROFESSIONAL WEBSITE & PORTFOLIO

Your website is one of several entry points to your overall skillset. Use this to your advantage by loading it with content that showcases major-relevant professional experience. Free websites like *Behance* allow users to create a simple portfolio space that focuses primarily on an individual's work. For a nominal fee, other sites like *Squarespace* give users more flexibility in designing the overall layout of the site, while also allowing for space to showcase original work.

*Within your website, items to highlight include:*

### AN ENGAGING "ABOUT ME"

section that shares your story, expertise, and industry perspective.

### AN UPDATED RESUME

that pinpoints experience directly related to your major. Flip back to page 5 to revisit resume tips.

### PORTFOLIO AND/OR REEL SAMPLES

that showcase the depth and breadth of your experience.

### CONTACT DETAILS

that allow employers to reach you.

Your print portfolio or reel may mirror work samples that exist on your professional website. If possible, prepare copies – digital or in print – that you can leave with employers after you meet with them.

## LINKEDIN

We highly recommend establishing a *LinkedIn* profile prior to attending the Internship & Job Fair. Think of your profile as an extension of your online portfolio and resume. The content you choose to post on both may be very similar. The benefit for you is that a LinkedIn account gives employers access to your credentials in an environment where they already exist. Recruiters often use LinkedIn as a resource to search for talent, and by creating a profile, you're giving employers an opportunity to find you before the Internship & Job Fair.



*Tackle these to-dos to maximize your LinkedIn presence:*

**Draft a brief bio in the "Summary" section noting your major,** relevant professional experience, and career objectives. Include work samples here, if possible.

If you're able, **list your industry-relevant work history under the "Experience" section** and briefly summarize your responsibilities with each employer. Work samples can be uploaded here, as well.

**List current and completed classes under the "Courses" section.**

**Add CCAD, your major, and anticipated graduation year under the "Education" section.** Similar to your resume, do not include high school information unless it's related to your current area of study.

**List additional credentials** under "Publications," "Honors & Awards," and "Projects," as appropriate.

**Begin following companies, professional organizations, and industry groups** that are relevant to your major and industry. These pages may host career opportunities of interest.

After you've bolstered your profile with content, begin adding contacts to your network. Start with CCAD students, faculty, and staff you know. Then expand to other professional contacts you may know. When requesting to connect with another LinkedIn member, we recommend including a personalized message.

## OTHER SOCIAL MEDIA CHANNELS

Your presence on other social media pages, like Instagram, Tumblr, and Twitter, affects your personal brand. And for many employers, these sites are used to gauge a candidate's professionalism in an online space. So make sure your social media channels portray you in the best light possible. Take a look at our recommended tips for the social space before attending this year's fair.

### SOCIALIZE FOR SUCCESS

Research attending employers of interest and determine if they're active on any social channels. If so, follow their accounts and engage with the content they're sharing. This may encourage them to follow you in return.

Consider posting news articles, research statistics, and infographics that pertain to your area of study. That way, employers following you will see you as an active participant in the ongoing discussions of your industry.

Sporadically share, retweet, regram, etc. content posted by employers of interest. Add to the conversation by including a thoughtful observation in your repost, ensuring you keep your commentary in a positive light.

Safeguard your social channels' photos and ensure they maintain a positive image of your personal brand. Avoid images that may imply excessive alcohol consumption and irresponsible or illegal substance use. If you have concerns about certain photos posted, consider deleting them or adjusting your privacy settings.

Refrain from overly political commentary. Political rhetoric is everywhere – especially on social media – as the country prepares for the upcoming presidential election. However, for as many people who agree with your opinions, there may be just as many who don't – some of which could be employers. Protect your personal brand by using an alternative outlet to express your opinions.

Avoid using language that may be considered offensive by others.

*As a general practice, ask yourself: "Is it safe to post this?" If you're unable to confidently respond with "Yes," then it probably isn't.*



## BUSINESS CARDS

Business cards are a great way to quickly package your contact information for employers. And you can create them on websites like *Moo*.

### Contact information to include on business cards:

- Name
- Major
- Phone number
- Email address
- URL for professional website, if applicable

## EMAIL SIGNATURE

Preparing a carefully-curated email signature gives employers a quick snapshot of your contact information and industry involvement, which is critical when you begin communicating with them. It also places you in the mindset of communicating like a professional.

### Items to include in your email signature:

- Name
- Major
- Student organizations* in which you're a member, if applicable (include your title)
- Professional organizations* in which you're a member, if applicable (include your title)
- Phone number
- Email address
- Expected graduation month and year
- URL for *professional website*, if applicable

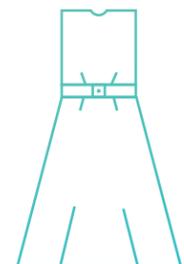
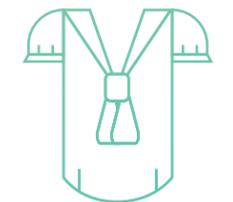
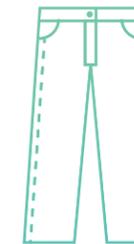
## PROFESSIONAL ATTIRE

Most employers at the Internship & Job Fair will expect to see business professional clothing. However, there's still an opportunity to express your individuality and personal style.

Figure out what companies you want to meet with. Then, check out their websites and social media channels, looking for pictures that show internal team members and company culture. Take cues from there on what sort of outfit would be appropriate.

### Appropriate professional items include, but are not limited to:

- BELTS
- BLAZERS
- BLOUSES
- BUTTON-DOWN SHIRTS
- BOWTIES & NECKTIES
- CHINOS
- DRESSES
- SKIRTS
- SLACKS



**Caution:** Wearing professional denim may only resonate with certain employers. Use your best judgment when considering this option.

**Side note:** Make sure your clothes are clean and not wrinkled.

*If you have questions about choosing the right attire, we're here to help. Contact Career Services and we'd be happy to assist.*

# INTERACTING WITH EMPLOYERS

Each encounter with an employer is an opportunity to show you're a qualified candidate that can support their business. But, it requires knowledge of the company to make a connection. Follow these tips to wow each employer and leave a dynamic first impression.

## RESEARCH EMPLOYERS WITH PURPOSE

*Before the Internship & Job Fair, visit the websites and social media channels of the employers you intend to meet and familiarize yourself with the following:*

1. The type of industry in which the company lives.
2. The products or services the company brings to market.
3. Examples of projects the company has managed.
4. The company's mission and/or values statement.
5. Recent news or updates about the company. Use your preferred search engine to identify recent articles.

Then, develop **three to five questions** that are specific to each company about their business structures, products and services, or internal cultures.

## DEVELOP A POWERFUL ELEVATOR PITCH

Companies will form an opinion of you within 10-15 seconds of initiating conversation. Take ownership of the discussion and lead with a powerful elevator pitch that resonates with everyone you meet.

*Effective pitches are clear, about 30 seconds, and incorporate the following:*

- Introduction of your name, academic standing, and major.
- Brief explanation of your career goals, knowledge of the company, and why you're interested in their organization.
- Brief overview of relevant classroom or internship experience.
- A bright smile that indicates excitement for the discussion.

Every company is different, so your elevator pitch will vary slightly depending on the employer. Practice the general structure of your pitch so you feel prepared when meeting with company contacts.

## DRIVE AN ENGAGING CONVERSATION

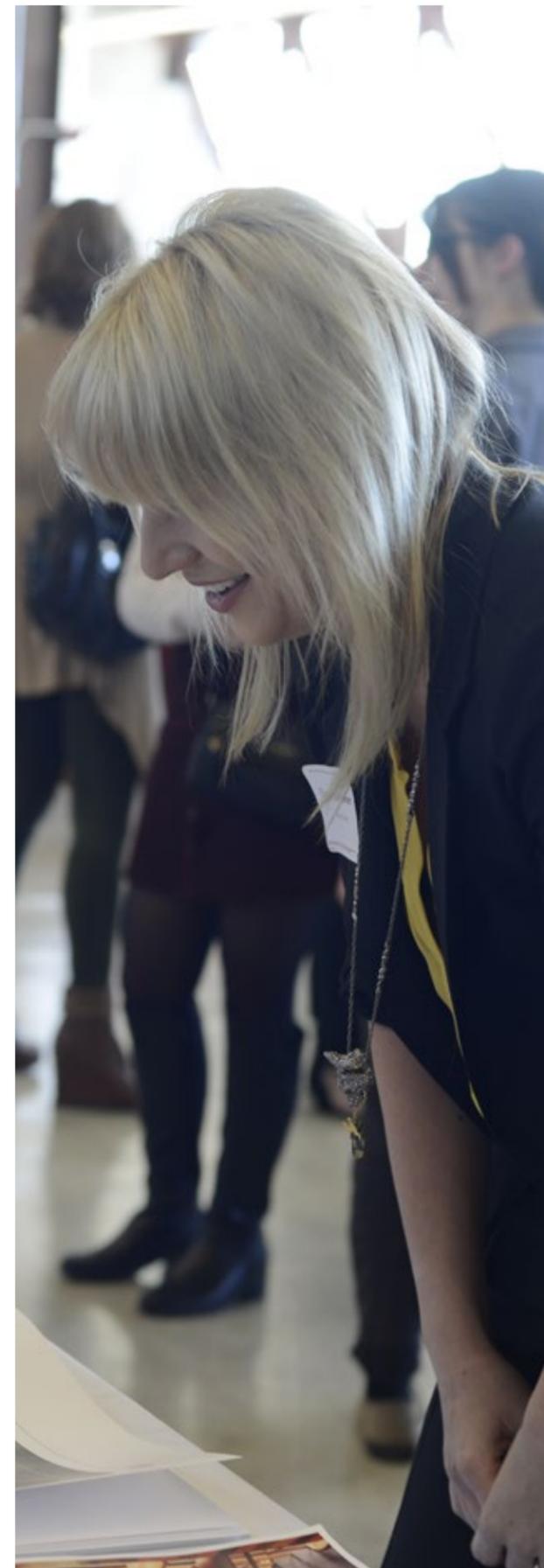
After delivering your elevator pitch, allow the company attendees to respond. If they don't immediately inquire about your skill set, reinforce your interest in the company by explaining you have experience that aligns with their business objectives. Then, ask if you can provide your resume, cover letter, and business card, and show two or three of your most impressive – but relevant – portfolio pieces. During your overview of each portfolio sample, provide a brief explanation of your thought process from ideation to final execution.

Following your portfolio overview, further support your interest in their company by asking intelligent questions that show you've done your homework. This is also an opportunity for you to gauge if the organization is a fit for you.

It's important to confirm that your skill set is relevant to the needs of their business. If so, refer back to the questions developed while researching the organization.

*In addition, consider the following types of questions for the employer:*

- "From my research, I know that your company produces X. How would you describe a typical day for someone with my skills?"
- "I recently read that your company was involved with X project. I'd love to learn more about how employees with my skill set were involved and how they worked together with other team members."
- "I read that your company values are X. What does success look like for interns and entry level employees that fully embrace your values?"
- "How would you describe the culture of your organization?"
- "What type of professional development opportunities do interns and entry level employees have with your organization?"
- "Do you have additional questions about my experience?"



## ANTICIPATE QUESTIONS

At some point – either during the initial conversation or during a later interview – the company will have specific questions regarding your experience. Interview questions can take a variety of forms. The best responses are brief and incorporate concrete examples that directly relate to the employer’s business.

*Try to use the CAR model (Context + Action + Results)*

**CONTEXT:** Paint the scene of the challenge with which you were faced.

**ACTION:** Detail the steps you took to overcome challenges and achieve results.

**RESULTS:** Pinpoint the positive impact achieved from your efforts.

If asked a question that leads to a negative answer, be honest. Briefly describe the situation, emphasize the lessons learned, and highlight the steps you took to ensure positive outcomes moving forward.

*Commonly-used questions are included below. Think about your own skills and how you can blend experiences into a memorable response:*

- **Tell us about yourself.**  
Think back to your elevator pitch on page 12.
- **Why are you interested in our company? What do you know about our organization?**  
Prove that you’ve done your homework. Consider a company’s culture, values, and business products, and how they align with your overall career goals.
- **Why should we hire you? What are your professional strengths?**  
This is your moment to shine. Use the CAR model to illustrate top-notch performance. Make connections to the company’s business or products wherever possible.

- **What are your weaknesses?**  
Be honest. Briefly summarize a mild opportunity you have to continue growing professionally and emphasize the steps you’re taking to benchmark improvement. Avoid referencing personal qualities and focus on professional traits.
- **How has your academic experience prepared you for this opportunity?**  
This question has two parts. The interviewer wants to determine your current skill level and your understanding of the position. Form connections between your academic or internship experience and the needs of the open position.
- **Tell me about an academic or professional challenge you’ve faced and how you managed it.**  
Here, the employer wants to determine how you manage difficult situations. Again, focus on a professional project rather than a personal encounter. Prepare a response that results in positive outcomes for all involved.
- **Describe a project you managed or supported where the instructions were unclear. How did you handle it?**  
If you’re asked this question, the interviewer wants to gauge your comfort level in seeking clarity. Provide an example that demonstrates your ability to ask for more information.
- **Tell me about a time you participated in a group project. What was the project and your role?**  
The employer wants to measure your ability to collaborate while also working independently. Provide an example that illustrates both.

*At the conclusion of your meeting, kindly ask for each company contact’s business card. You’ll need this when sending thank you notes after the fair.*

*Providing company-relevant, thoughtful responses while also maintaining enthusiasm and poise can be challenging. However, Career Services is here to help. Schedule an appointment with us and we’d be happy to assist.*

## FOLLOW-UP WITH EMPLOYERS

Breathe easy when you’ve reached this stage. Now that you’ve successfully navigated the Internship & Job Fair, it’s time to send thank you notes to the employers you met.

Thank you notes are an opportunity for you to refresh the positive impression left with companies and demonstrate follow-through. Use this to your advantage by sending an email or handwritten card no later than one day after your meeting with each company.

*Tips for drafting an effective thank you note:*

- If you choose to mail a thank you card, remember to address the envelope using both the contact’s name and his or her department.
- Begin by thanking the contact for the opportunity to share your experience and learn about their company.
- Reaffirm your interest in the company and remind the contact how your qualifications align with the organization’s business objectives. Focus on the company’s needs rather than your own.
- Provide the best phone number and email address where you can be reached.

Your complete thank you note should be concise. It’s a gentle nudge for the employer rather than a duplication of your cover letter.

If the employer is planning to hold interviews for an open position at a later date, follow-up by email two weeks after the Internship & Job Fair to check the status of their progress.

*Remain positive! If you don’t receive an immediate interview invitation, contact Career Services and we can help you develop a strategy to continue the job search.*

# LIST OF EMPLOYERS

**More employers coming soon!** Please look for the addendum available at check-in at the Internship & Job Fair. Employers who are labeled as **INTERVIEWING\*** will invite candidates back for afternoon meetings. You must have an invite to return for this portion of the event.

## AAA OHIO AUTO CLUB\*

Worthington, OH  
[AAA.com](http://AAA.com)

*Advertising & Graphic Design*

AAA is a not-for-profit federation of 42 motor clubs with a combined total of more than 56 million members. Founded in 1902, AAA is one of the world's largest membership organizations and one of the most-recognized and trusted brands in the U.S.

## ABERCROMBIE & FITCH\*

New Albany, OH  
[abercrombie.com](http://abercrombie.com)

*Advertising & Graphic Design, Fashion Design, Illustration, Industrial Design, Interior Design*

## AMERICAN GREETINGS

Cleveland, OH  
[americangreetings.jobs](http://americangreetings.jobs)

*Advertising & Graphic Design, Fine Arts, Illustration*

As a leader in meaningful connections, American Greetings Corporation is a creator and manufacturer of innovative social expression products that assist consumers in making the world a more thoughtful and caring place. Founded in 1906, the Company's major greeting card lines are American Greetings, Carlton Cards, Gibson, Recycled Paper Greetings and Papyrus, and other paper product offerings include DesignWare party goods and American Greetings and Plus Mark gift-wrap and boxed cards.

American Greetings also has one of the largest collections of greetings on the Web, including greeting cards available at [cardstore.com](http://cardstore.com) and ecards available at [americangreetings.com](http://americangreetings.com)

In addition to its product lines, American Greetings also creates and licenses popular character brands through the AG Entertainment group. Headquartered in Cleveland, Ohio, American Greetings generates annual revenue of approximately \$2 billion, and its products can be found in retail outlets worldwide.

## AMERICAN RED CROSS\*

Columbus, OH  
[redcross.org](http://redcross.org)

*Advertising & Graphic Design, Photography*

The American Red Cross prevents and alleviates human suffering in the face of emergencies by mobilizing the power of volunteers and the generosity of donors.

## ARES SPORTSWEAR AND DYENOMITE APPAREL

Hilliard, OH  
[areswear.com](http://areswear.com)

*Advertising & Graphic Design, Photography, Master of Design*

## BRANDT-ROBERTS GALLERIES

Columbus, OH  
[brandtrobertsgalleries.com](http://brandtrobertsgalleries.com)

*Advertising & Graphic Design, Fine Arts, Photography, Master of Fine Arts, History of Art & Visual Culture*

Brandt-Roberts Galleries is committed to a diverse exhibition program which showcases both emerging and established talent along with a select group of historic work. Whether Ohio-based or nationally-exhibiting, we feature artists who continuously create quality, thought-provoking artwork. Our historic works focus on classic modernism, including the estates of several prominent artists working in the mid-twentieth century. Since 2010, Brandt-Roberts Galleries has served the needs of a diverse range of clients, including first time and seasoned collectors, interior designers, corporate clients, and museums. Our Fine Art Gallery Internship provides an excellent opportunity to learn first-hand the behind-the-scenes work that goes into running a commercial fine art gallery.

## COLUMBUS CREW SC

Columbus, OH  
[columbuscrewsc.com](http://columbuscrewsc.com)

*Advertising & Graphic Design, Animation, Cinematic Arts, Photography*

Columbus Crew SC (Soccer Club) is the first club in Major League Soccer and in 2015, Crew SC was crowned MLS Eastern Conference Champions in the organization's 20th season. Owned and operated by Precourt Sports Ventures (PSV), it won its first MLS Cup championship in 2008 and also won the 2002 Lamar Hunt U.S. Open Cup as well as MLS Supporters' Shield titles in 2004, 2008 and 2009. The 2016 campaign is the Black & Gold's 18th season at historic MAPFRE Stadium — the first soccer-specific stadium in the United States — where the club set single-season sellout records and hosted the 2015 MLS Cup. The club was purchased by PSV on July 29, 2013 as part of the privately held investment and management firm's sports and entertainment business enterprise.

## COMMONS STUDIO

Columbus, OH  
[facebook.com/CommonsStudio](https://facebook.com/CommonsStudio)

*Advertising & Graphic Design, Cinematic Arts, Photography*

Commons Studio is a full-service photography studio and production house located in the heart of downtown Columbus, Ohio. Experience first-hand the uncommon quality of Commons Studio; Career & Community focused on both sides of the lens. Specialties include commercial productions, business portraiture, and event photography.

## CONTINENTAL OFFICE

Columbus, OH  
[continentaloffice.com](http://continentaloffice.com)

*Advertising & Graphic Design, Industrial Design, Interior Design*

For over 75 years, Continental Office has been a partner in creating interior environments that work by partnering with our clients in the space planning, design, and installation of flooring, office furniture, furniture systems, wall systems, branding, graphics, and services. We are a regional company with offices in Columbus, Toledo, and Pittsburgh. Continental offers competitive wages and benefits including 401k, medical, vacation and dental as well as training and career growth opportunities.

## COPPER LEAF INTERIOR DESIGN STUDIO\*

Marietta, Ohio  
[copperleafinteriors.com](http://copperleafinteriors.com)

*Interior Design*

Copper Leaf Interior Design Studio is an established interior design and project management firm located in Marietta, Ohio. Over the last 20 years, the company has won awards for residential design, commercial design, and customer satisfaction and had completed projects published in Housetrends and Rug News & Design. Additionally, the company has served as Designer for the Tyler Florence show, Food Court Wars, on Food Network. Copper Leaf primarily serves residential and commercial clients in Ohio and West Virginia but also has clients in Denver, Chicago, New York, and Florida.

Additional company information and a full portfolio can be seen at [copperleafinteriors.com](http://copperleafinteriors.com)

## CRAFTIN' OUTLAWS

Columbus, OH  
[craftinoutlaws.com](http://craftinoutlaws.com)

Advertising & Graphic Design, Industrial Design, Interior Design, Photography, Contemporary Crafts

The mission of Craftin' Outlaws is to expose the public to an alternative to mass produced products and to support local indie artists, crafters, and designers. Craftin' Outlaws, the largest fair and longest running of its kind in Ohio, it is THE place to be whether a vendor or shopper. Now in its 10 year, Craftin' Outlaws is an annual 'alternative' craft fair held in Columbus, Ohio. The first event, held in 2005 featured 50 fabulous and original artists, designers, and crafters selling their hip handmade wares to a steady stream of customers who were looking to purchase that one-of-a-kind gift for themselves or a loved one. Craftin' Outlaws embraces the same methods and techniques that have been used for years, but are putting a modern twist to it.

## DAWSON

Columbus, OH  
[dawsoncareers.com](http://dawsoncareers.com)

Advertising & Graphic Design, Fashion Design, Industrial Design, Interior Design

Dawson, a family-owned staffing and recruitment agency, is celebrating 70 years establishing careers. Operating in Columbus since 1946, Dawson places professionals in temporary, temp-to-hire, and full-time jobs in the fields of administrative, call center, skilled trades, accounting & finance, creative, information technology, engineering, legal, and healthcare. Dawson is committed to the community with strong philanthropic and volunteer initiatives and has been honored with multiple "Top Workplace" awards by Columbus CEO magazine and "Best of Business" awards from Columbus Business First. Learn more, or find your next job today at [dawsoncareers.com](http://dawsoncareers.com).

## E & J GALLO WINERY\*

Modesto, CA  
[gallo.com](http://gallo.com)

Advertising & Graphic Design, Cinematic Arts, Industrial Design, Photography, Master of Design

With over seventy-five years of experience, E. & J. Gallo Winery is the world's largest family-owned winery. Today, we distribute wine to 90 countries as the largest exporter of California wine. Gallo is a leader in the wine and spirits industry, which is anticipated to double within the next 10 years.

## EXPRESS

Columbus, OH / New York, NY  
[express.com](http://express.com)

Advertising & Graphic Design, Fashion Design, Master of Design

Express is a specialty apparel and accessories retailer of women's and men's merchandise, targeting the 20 to 30 year old customer. The Company has over 30 years of experience offering a distinct combination of fashion and quality for multiple lifestyle occasions at an attractive value addressing fashion needs across work, casual, jeanswear, and going-out occasions. The Company currently operates over 600 retail stores, located primarily in high-traffic shopping malls, lifestyle centers, and street locations across the United States, in Canada and in Puerto Rico, and also distributes its products through the Company's e-commerce website, [express.com](http://express.com).

## FRONTROOM FURNISHINGS

Columbus, OH  
[frontroomfurnishings.com](http://frontroomfurnishings.com)

Interior Design, Photography

FrontRoom Furnishings Family of Stores - Your success starts here! From personal growth to team success, there is an exciting opportunity waiting for you. Together we can create rewarding career experiences and provide exceptional service for our customers.

## GET OUT NETWORK\*

Columbus Ohio  
[getoutnetwork.org](http://getoutnetwork.org)

Advertising & Graphic Design, Animation, Cinematic Arts, Comics & Narrative Practice, Fashion Design, Fine Arts, Illustration, Industrial Design, Interior Design, Photography, Master of Fine Arts, Master of Design, Contemporary Crafts, History of Art & Visual Culture

## GLSEN COLUMBUS\*

Columbus, OH  
[glsen.org/chapters/columbus](http://glsen.org/chapters/columbus)

Advertising & Graphic Design, Cinematic Arts, Illustration

GLSEN Columbus provides resources, education, and events to area school in order to fight bullying and harassment for safe schools for all.

## GSW ADVERTISING

Columbus, OH / New York, NY / Philadelphia, PA  
[gsw-w.com](http://gsw-w.com)

Advertising & Graphic Design, Animation, Cinematic Arts, Photography, Master of Design

As one of the world's ten most-awarded healthcare advertising agencies, GSW Worldwide is hellbent not to replace the same old with the same old. This is achieved through a provocative premise – if other brands communicated the way healthcare brands do, how many customers would they have? GSW turns against this premise through discovery of beneath-the-surface customer insights that we impact with stories, simplicity, and authenticity. We call it "speaking people." With 500+ associates, GSW spans four offices including Columbus, New York, the greater Philadelphia area, and Canada, as well as a diversified client roster steeped in pharma, diagnostics, advanced genetics, big data, device, and wellness, career opportunity awaits. GSW is a member of inVentiv Health, bringing business strategy to science and scientific expertise to business, which includes more than 13,000 employees across 70 countries.

## HOMAGE\*

Columbus, OH  
[homage.com](http://homage.com)

Advertising & Graphic Design, Fashion Design, Illustration, Master of Design

Founded in 2007, HOMAGE turns back the clock with shout-outs to eclectic moments and personalities in sports, music, politics, and popular culture. From Arnold Schwarzenegger to Larry Bird, our clothing tells stories of triumph, individualism and hustle, preserving the old school and creating new legacies. Pay homage.

## JUMP GOAT MEDIA\*

Columbus, OH  
[jumpgoatmedia.com](http://jumpgoatmedia.com)

Animation, Cinematic Arts

People Focused. Community Driven. Our mission is to foster a culture of trust and friendliness through stories

## JUSTICE\*

Columbus, OH  
[justiceretail.com](http://justiceretail.com)

Advertising & Graphic Design, Fashion Design, Illustration

Justice, a division of Ascena Retail Group, Inc. (NASDAQ-ASNA), is the largest tween specialty retailer in the world. Known as the destination for fashion-aware tweens, we provide the hottest fashion merchandise and accessories for tween girls, ages 7-14. We also celebrate tween girls through an extraordinary experience of fashion and fun in an everything-for-her destination. Justice operates over 1,000 stores throughout the United States and Canada, along with an international presence in Asia, Mexico, Latin America, and the Middle East. We also offer fashions to tween girls through our e-commerce site—[shopjustice.com](http://shopjustice.com).

## L BRANDS\*

Columbus, Ohio  
[careers.lb.com](http://careers.lb.com)

Advertising & Graphic Design, Fashion Design,  
Industrial Design, Interior Design

More than stores, more than products, L Brands is a family of brands. Our brands are world-renowned; they are household names. Through Victoria's Secret, PINK, Bath & Body Works, La Senza and Henri Bendel, L Brands is an international company that sells lingerie, personal care and beauty products, apparel and accessories. The company operates more than 3,000 company-owned specialty stores in the U.S., Canada, the U.K. and China, and its brands are also sold in approximately 1,000 franchised locations worldwide. The company's products are also available online at [victoriasecret.com](http://victoriasecret.com), [bathandbodyworks.com](http://bathandbodyworks.com), [henribendel.com](http://henribendel.com) and [lasenza.com](http://lasenza.com).

## LANE BRYANT

Columbus, OH/New York, NY  
[lanebryant.com](http://lanebryant.com)

Advertising & Graphic Design, Fashion Design

In 1900, Lena Bryant founded Lane Bryant in New York as the first women's apparel retailer in America devoted exclusively to plus-sizes. Today, Lane Bryant is the most recognized name in women's specialty plus-size clothing. Its emphasis on fashion and fit - not merely size - makes Lane Bryant a style leader and the premier destination in its category, offering fashionable items from casual to wear-to-work outfits, intimate apparel, accessories and shoes. We operate over 700 full-line and outlet stores, target plus-size women ages 30-45, and cater to women's sizes 14-28. In 2012, Lane Bryant became part of the Ascena Retail Group, Inc.

## LPK

Cincinnati, OH  
[lpk.com](http://lpk.com)

Advertising & Graphic Design, Fashion Design,  
Industrial Design, Master of Design

LPK is a global brand design agency that offers insights, strategy, creativity and innovation. We believe every brand can be extraordinary. We help brands reach extraordinary with an approach that creates deeper connections between people and brands. We are on the ground, around the world, working with respected brands to achieve their full potential. Visit us at [lpk.com](http://lpk.com) or on Facebook, Twitter, Instagram and LinkedIn.

## MCGRAW-HILL EDUCATION\*

Columbus, OH  
[mheducation.com](http://mheducation.com)

Advertising & Graphic Design, Industrial Design,  
Interior Design, Photography

AAA is a not-for-profit federation of 42 motor clubs with a combined total of more than 56 million members. Founded in 1902, AAA is one of the world's largest membership organizations and one of the most-recognized and trusted brands in the U.S.

## MINDSTREAM INTERACTIVE

Columbus, OH  
[mindstreaminteractive.com](http://mindstreaminteractive.com)

Advertising & Graphic Design

A Full Service Digital Agency.

## ORIGO BRANDING COMPANY INC.

Columbus, OH  
[origobranding.com](http://origobranding.com)

Advertising & Graphic Design

## RESOURCE/AMMIRATI, AN IBM COMPANY

Columbus, OH  
[resource.com](http://resource.com)

Advertising & Graphic Design

Resource/Ammirati, a digitally led creative agency, is part of IBM Interactive Experience (IBM iX), the world's largest digital agency network. We help marketers including Birchbox, DSW, Microsoft, Nestlé, Newell Brands, North American Breweries, Sherwin-Williams, White Castle and Victoria's Secret build Brand Belonging, cultivate customer relationships, fuel social impact and drive growth.

## SAFELITE AUTOGLASS\*

Columbus, OH  
[safelite.com](http://safelite.com)

Advertising & Graphic Design

Safelite AutoGlass is part of a national family of retail auto glass companies - the nation's leading provider of auto glass repair and replacement services. We are rapidly growing, evolving and striving to become the Natural Choice for vehicle glass repair and replacement services in the United States. We drive business performance with an obsessive focus on having talented people who are inspired to deliver great results. Simply put, we believe our people power the performance of our business. Right now, we're looking for Advertising and Graphic Design Interns to join our team! The role reports into the Creative team which supports and delivers creative and visual communications for the entire organization including Safelite Group, Safelite AutoGlass, Service AutoGlass and Safelite Solutions.

## SPACEJUNK

Columbus, OH  
[spacejunk.com](http://spacejunk.com)

Advertising & Graphic Design, Animation,  
Cinematic Arts, Illustration

Spacejunk is a Columbus based full service motion graphics and live action studio comprised of a diverse crew of artists all with a passion for bringing stories to life.

## STATE OF OHIO - DEPARTMENT OF MEDICAID

Columbus, OH  
[medicaid.ohio.gov](http://medicaid.ohio.gov)

Advertising & Graphic Design, Master of Fine Arts,  
Master of Design

Launched in July 2013, the Ohio Department of Medicaid (ODM) is Ohio's first Executive-level Medicaid agency. With a network of more than 83,000 active providers, ODM delivers health care coverage to 2.9 million residents of Ohio on a daily basis. Working closely with stakeholders, advocates, medical professionals, and fellow state agencies, the agency continues to find new ways to modernize Medicaid in Ohio.

## SUMMERFIELD ADVERTISING

Columbus, OH  
[summerfieldadvertising.com](http://summerfieldadvertising.com)

Advertising & Graphic Design

When it comes to getting things accomplished, action speaks. We do for our clients as we do for ourselves. We were once a startup company ourselves and we've seen firsthand what the effective means are for a startup to see consistent growth. We are entrepreneurs. We're always thinking of new ways to do what we do best, keeping us ahead of the curve.

## THE LIMITED

Columbus, OH  
[thelimited.com](http://thelimited.com)

Advertising & Graphic Design, Fashion Design,  
Master of Design

At The Limited, we invest in you so you can invest in becoming the leader you were meant to be - setting your own path and driving results. You'll be challenged, encouraged and empowered to impact the lives of your clients, your peers and yourself every day. And you'll do so as part of a team - unified and unstoppable. Join our team - Your Possibilities are Unlimited.

Founded in 1963, The Limited has served generations of women with stylish, wearable looks for every moment and milestone of their lives. The Limited is an independent retailer of upscale branded women's apparel, available through 250+ stores in 42 states and on [thelimited.com](http://thelimited.com). We believe in making clothes that let her walk out the door each day with confidence. We know she is passionate and ambitious – and ready to take on the world with style and grace. No matter the opportunity or occasion, she can count on us for the styles, tips and tools to support her success.

## UP PERISCOPE CREATIVE

Columbus, OH

[up-creative.com](http://up-creative.com)

*Advertising & Graphic Design, Animation, Cinematic Arts*

Up Periscope Creative is a full-service multimedia production company that leverages the universal language of visual storytelling to deploy authentic brand narratives. Specializing in creative concept development, live action video, motion graphics, and strategic media deployment.

## WD PARTNERS\*

Columbus, OH

[wdpartners.com](http://wdpartners.com)

*Advertising & Graphic Design, Industrial Design, Interior Design*

## WEXNER CENTER FOR THE ARTS

Columbus, OH

[wexarts.org](http://wexarts.org)

*Advertising & Graphic Design, Animation, Cinematic Arts, Comics & Narrative Practice, Fashion Design, Fine Arts, Illustration, Industrial Design, Interior Design, Photography, Master of Fine Arts, Master of Design, Contemporary Crafts, History of Art & Visual Culture*

The Wexner Center offers academic internships for undergraduates, graduate students, and recent

graduates. Interns gain experience and knowledge in the field of contemporary art and work under the guidance of our professional staff. Academic internships are unpaid, but students are welcome to seek academic credit in coordination with their internship supervisor and academic advisor. Outside of regular responsibilities, interns will have the opportunity to meet with members of the Wexner Center staff as well as attend events and discussions with other interns, student docents, and volunteers. The Wex is committed to building an inclusive work environment that welcomes and values diversity. We strive to ensure that our work environment is as stimulating, inspiring, and diverse as the many artists, programs, and art forms we present. Students from all academic, cultural, and ethnic backgrounds are encouraged to apply.

## YMCA OF CENTRAL OHIO\*

Columbus, OH

[ymcacolumbus.org](http://ymcacolumbus.org)

*Advertising & Graphic Design*

The Y is a nonprofit like no other. That's because in 10,000 neighborhoods across the nation, we have the presence and partnerships to not just promise, but deliver, positive change. The Y is community centered. For nearly 160 years, we've been listening and responding to our communities. The Y brings people together. We connect people of all ages and backgrounds to bridge the gaps in community needs. The Y nurtures potential. We believe that everyone should have the opportunity to learn, grow and thrive. The Y has local presence and global reach. We mobilize local communities to effect lasting, meaningful change.

## ZULILY

Gahanna, OH

[zulily.com](http://zulily.com)

*Advertising & Graphic Design, Fashion Design, Illustration, Interior Design, Photography*