

WHAT CAN I DO WITH A SPANISH MAJOR?

There are many types of jobs that begin with a Spanish major. This information provides resources to use in selecting an occupation you will like, and preparing to get a job in that field:

- **Spanish Jobs:**
- **To locate further information about any of the jobs in this list**
- **There are so many jobs! How do I choose one?**
- **What you should do NOW during college to make yourself competitive in the Spanish job market?**
- **Skills and abilities of Spanish majors (which are of interest to future employers)**
- **Additional Sources of Information on the Web**

Spanish Jobs		
Advertising Manager	Foreign Correspondent	Overseas Personnel manager
Advertising Copywriter	Foreign Exchange Trader	Overseas Plant Manager
Archivist	Foreign Service Peacekeeping	Paralegal
Art Dealer	Foreign Service Specialist	Peace Corps Volunteer
Attorney	Foreign Social Worker	Performer / Video Artist
Banking Correspondent	Fundraiser	Pharmaceutical
Bilingual Officers / Clerks/ Tellers	Foreign Investment Analyst	Representative
Bilingual Educator	Importer / Exporter	Pharmacist
Civil Service Employee	Intelligence Researcher	Police Officer
College Professor	International Account Manager	Politician
Consultant	International Banking Officer	Production Supervisor
Copywriter	International Conference Planner	Public Health Administrator
Court Interpreter	International Consultant	Publishing Specialist
Cultural Attaché / Officer	International Hotel Administrator	Scientific
Customs / Immigration Officer	International Trade Economist	Translator/Interpreter
Drug Enforcement Agent	International Trade Specialist	Sports Agent
Editor	Interpreter / Guide	Telecommunications
FBI Agent	Journalist	Salesperson
Filmmaker	Linguist	TESO/ESL Teacher
Financial Planning Associate	Media Specialist	Theme Designer
Foreign Diplomat / Service Officer	Missionary	Travel Agent - Tour Organizer
	Multi-Lingual Port Receptionist	Translator
	National Security Agent	Travel Writer
	Negotiator	UNESCO Official
		Writer

To locate further information about any of the occupations listed above

- duties
- education and training needed
- how hard or easy it will be to find a job
- compensation

➔go to the Occupational Outlook Handbook online: <http://www.bls.gov/oco/> You may access the site anywhere you can access the web. There are 2 computers you can use in Career Services for any career-related task, including occupational research. Search by looking for the job title in the alphabetical index, or typing in the occupational name in the search box, or looking in the field/industry list on the right side of the screen

There are so many jobs! How do I choose one?

1. First of all, during your first two years in college it is not so important to focus on just one job. You're probably better off to narrow yourself to 3-5 jobs and use your classes and job & internship experience during your last two years in college to narrow it further.
 2. In the list of Spanish Jobs:
 1. Mark those jobs that interest you with a "+" sign so you can come back to them
 2. Mark those that you don't know much about with a "?" so you can look some of them up on the Occupational Outlook Handbook online (OOH) mentioned above in case they might be interesting to you if you knew a little more about them.
 3. Draw a line through those jobs that you are familiar with and know you have no interest in.
 3. Now, find out more about the jobs with a "?" beside them. Beside the online resource (OOH) Career Services also has books you can check out. Stop into Career Services for other ideas.
 4. Then, narrow the list of "+" and "?" jobs down to 4-5 and begin to consider how you can develop the skills to enter those occupations, or choose between them for a job you'd like to start with.
 5. It's always a good idea to try an internship, part-time, or summer job where you can use some of the skills needed in the occupation to see how well you like using them.
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What Can (and should) You Do NOW to Get a Future Job in the Field of Spanish?

Get involved with campus activities to find out what kind of things you like to do

For example:

- Work alone - with a group - or a combination? Lead - or follow?
- Plan activities for people?- or be more spontaneous?
- Help people solve problems by intervening before the problem arises/planning & devising methods that anticipate problems? Or help people solve problems after they happen by correcting the results?
- Research and analyze information which can be used to develop future solution ideas? Or apply solutions to concrete situations that exist now?

Think about which broad area within the field of Spanish you want to enter (Business/ International Business; Teaching; Foreign Service; Government/ Non-profit; Arts)

Research the career path* for each occupation of interest * career path = what jobs are the entry level point for the occupation, i.e., how do I get my foot in the door?, how do people commonly advance in that occupation (what are the next positions, and what do they do to advance into those positions)?

Do an internship in the field you wish to enter. Career Services can help you locate such an internship.

Work as a paraprofessional in campus offices such as Admissions, Orientation, or College Relations.

Volunteer your services as a speaker, or writer, to a non-profit organization in whose cause you believe.

Do an independent project in your field (involving research and writing, and/or translation).

Join - or start - a conversation group in your language where you meet weekly to speak the language to improve your fluency.

Strongly consider studying abroad for a year. It is hard to overemphasize the importance of this. (Employers want someone who can not only speak the language but has lived in the culture for a period of 1-2 years)

Spanish Major - Language & Intercultural Skills - these are the skills you are developing which employers want

As a student of Spanish, you have developed general and specific skills which are applicable to a wide variety of occupational paths. The skills listed here can be used in a variety of careers. These are also the skills to emphasize in your resume and interviews by pointing out the specific situations in which you have used the skills.

SPANISH MAJOR - LANGUAGE & INTERCULTURAL SKILLS		
<ul style="list-style-type: none">▪ Speaking to groups▪ Clarifying ideas▪ Understanding historical language change▪ Reading critically▪ Evaluating information / evidence▪ Comparing translations / interpretations▪ Working with original sources in many fields	<ul style="list-style-type: none">▪ Summarizing ideas▪ Evaluating results▪ Determining the needs of others▪ Listening carefully▪ Reading / writing another language▪ Writing clearly▪ Explaining complex concepts▪ Interpreting data▪ Gathering, & organizing materials / information	<ul style="list-style-type: none">▪ Collaborating as part of a team▪ Acknowledging differing value systems▪ Communicating between cultures▪ Assessing needs / weighing values▪ Designing instruments▪ Working with research subjects▪ Understanding cultural diversity▪ Adapting to other cultures

Additional Sources of Information on the Web: Career Information and Job and Internship Listings

Job openings - foreign languages

http://www.tts.uwosh.edu/career/Pages/Job_Openings_foreignlang.htm

Info on jobs in Spanish speaking world (in Spanish) <http://www.laneta.apc.org>

International Career Employment Center <http://www.internationaljobs.org/fita/>

Resources for International Job Opportunities (Riley Guide)

<http://www.rileyguide.com/internat.html>

Bilingual Jobs - Bilingual Professionals & Career Seekers <http://www.bilingual-jobs.com/>

Careers in foreign languages (Indiana Univ./Purdue Univ.)

<http://www.iupui.edu/~flac/FLCareers.html>

International Careers Page http://www.duke.edu/~lpmaskel/international_page.html

US Department of State <http://www.state.gov/m/dghr/hr/>

American Translators Association <http://www.atanet.org/bin/view.pl/181/html>

Modern Language Association <http://www.mla.org/>

United Nations <http://www.un.org/>

WEBSITES FOR THINKING OUTSIDE THE BOX International, Governmental, Policy, Research & Think Tanks, Etc. (Courtesy of New School University, New York, NY)

Research And Think Tanks

Council on Foreign Relations, New York <http://www.foreignrelations.org>

Foreign Policy Association <http://www.fpa.org>

United Nations Association of the USA <http://www.unausa.org>

World Policy Institute <http://www.worldpolicy.org>

International Development

*Try visiting InterAction which includes links to over 150 US-based nonprofits engaged in development work across the globe. <http://www.interaction.org>

International Institute of Rural Reconstruction <http://www.interaction.org/mb/iirr.html>

Trickle Up Program <http://www.vita.org/trickle>

US Committee for UNICEF <http://www.unicefusa.org>

Environment, Energy and Population

Family Care International <http://www.familycareintl.org>

Population Control <http://www.popcouncil.org>

Rainforest Alliance <http://www.rainforst-alliance.org>

World Environment Center <http://www.wec.org>

Trade and Professional Associations

Business Council for International Understanding <http://www.bciu.org>

National Foreign Trade Council <http://www.nftc.org>

Relief, Refugee Assistance and Human Rights

Amnesty International <http://www.amnesty.org>

Freedom House <http://www.freedomhouse.org>

Human Rights Watch <http://www.hrw.org>

International Rescue Committee <http://www.intrescom.org>

Peace and Democratization

International Peace Academy <http://www.ipacademy.inter.net>

International Communications: Journalism

Wire Services Associated Press <http://wire.ap.org>

Newspapers and Magazines The Economist <http://www.economist.com>

Foreign Affairs <http://www.foreignrelations.or>

The Nation <http://www.thenation.com>