Into the City:

Pittsburgh

October 4-6, 2015

Get first-hand exposure to life and work in the city!

Sponsored by:
- Career and Professional Development Center
- Office of Alumni & Parent Relations
- Development Office

APPLICATIONS DUE TO THE CAREER & PROFESSIONAL DEVELOPMENT CENTER BY 5:00 PM ON FRIDAY, SEPTEMBER 18th.
Overview of the Program

Into the City: Pittsburgh is an intensive career development and networking program intended to expose Messiah students to living, working, and connecting in the city. To accomplish this objective, students will have the opportunity to engage with alumni, parents and friends of Messiah through activities such as company site visits and tours, presentations and panel discussions, and a networking reception.

There will be representation from a variety of organizations, both corporate and non-profit. Regardless of your interest in the alums’ particular titles or employer affiliations, this experience offers transferable information that’s critical for a variety of career interests. We view this as an exploration and networking opportunity intended to provide insight and wisdom into your career planning and decision-making.

Program Objectives

a) Receive an orientation to city living, working, and community.
b) Expand awareness of career options as they pertain to personal strengths and interests.
c) Gain information on generally desired skills, characteristics, and experiences of successful job candidates along with strategies for developing them.
d) Get exposed to a variety of industries and an introduction to different hiring practices, workplace cultures, and tips for interested candidates.
d) Build confidence regarding career planning and decision-making.
e) Understand the importance and process of building meaningful connections in the city.

Who Should Apply?

Applicants are expected to demonstrate the following characteristics to be considered for participation in ITC:

a) Eagerness for exposure to a variety of career opportunities and paths, along with a desire to learn from the transferable advice, regardless of major or specific interest area.
b) Clear articulation of fit between personal career goals and objectives for the trip.
c) Professionalism and strong interpersonal communication skills.
d) Ability to positively represent the values and commitments of Messiah College.
e) Flexible and positive attitude!
Cost

The cost per student to participate in the program is $50.00 (non-refundable). This includes transportation to and from Pittsburgh, overnight accommodations, a ticket to the Pittsburgh Pirates game, lunch and dinner on Monday, and breakfast and lunch on Tuesday. Students should bring along any additional spending money to use as they wish, which includes public transportation and the meals not provided by the college during the trip.

Participant Expectations

a) If we have an exceptional number of applicants for this program, screening interviews may be conducted with potential candidates on September 23rd. If this occurs, you will be notified to schedule a time slot.

b) Accepted students must pay the full $50.00 to the Career and Professional Development Center by September 25th. Checks can be made out to “Messiah College Career and Professional Development Center.”

c) Accepted students must attend an orientation session on Sunday, September 27th from 9 – 10:30 PM.

d) Accepted students must agree to participate in all aspects of the program as noted in the schedule.

e) Accepted students must obtain approval from professors and make arrangements in advance to be absent from all classes on Monday, October 5th and Tuesday, October 6th.

Application Process

All applications are due to the Career and Professional Development Center by 5:00 p.m. on September 18th. The Into the City staff will evaluate and select participants based on criteria sought in the application.

Time Line

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>Sept. 9th</td>
<td>Optional info session at noon in Eisenhower Board Room</td>
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<tr>
<td>Sept. 18th</td>
<td>Applications due in the Career &amp; Professional Development Center by 5:00 p.m.</td>
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<tr>
<td>Sept. 23rd</td>
<td>If needed, interviews will be conducted with potential candidates.</td>
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<tr>
<td>Sept. 24th</td>
<td>Accepted students will be notified via email by the Into the City staff.</td>
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<tr>
<td>Sept. 25th</td>
<td>Accepted students must confirm their participation.</td>
</tr>
<tr>
<td>Sept. 27th</td>
<td>A mandatory training/orientation session for confirmed students at 9:00 p.m.</td>
</tr>
<tr>
<td>Oct. 4th</td>
<td>Group will depart from Eisenhower Campus Center at 9:30 AM</td>
</tr>
<tr>
<td>Oct. 6th</td>
<td>Return to Messiah around 8 p.m. (please be flexible with return time)</td>
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Into the City:
Pittsburgh

APPLICATION

Name: _____________________________________________________________

Email Address: _____________________________________________ Preferred Phone: ______________________

Major/Minor: ___________________________ Year: ☐ FY ☐ SO ☐ JR ☐ SR

Have you attended a previous Into the City trip? ☐ Yes ☐ No

Have you applied for a previous Into the City trip? ☐ Yes ☐ No

Site Visit Preferences
For some of the scheduled site visit time slots, students will be divided up into two groups and each group will travel to a different organization. We ask that you note your preference for this visit, however, please know that we cannot guarantee anything. Some decisions will be made based on major, per the request of the site visit.

Please check the organization that you are most interested in visiting (students are encouraged to RESEARCH each organization prior to making a selection). Please be sure to read the attached info sheet before choosing.

Site visit 1: ☐ Coalition for Christian Outreach ☐ TrueSense Marketing ☐ No Preference

Site visit 2: ☐ Cornerstone Television Network ☐ 4moms ☐ No Preference

Site visit 3: ☐ MARC USA ☐ Truefit ☐ No Preference
Short Answer Questions
*Please TYPE your answers to the following questions on an attached sheet(s) of paper.

1. What are your reasons for wanting to participate in this program? Name at least two learning objectives you would have for this experience. Be as specific as possible.

2. In what ways do you hope this opportunity will impact your career planning and decision making? Briefly discuss your career goals and aspirations.

3. What else would you like us to know about you?

Résumé
Please submit a copy of your résumé with your application. We recommend first having it reviewed during Drop-In Hours at the Career and Professional Development Center (Monday – Thursday, 2-4 p.m.)

References
Please list two references (ex., a professor, advisor, RD, supervisor, etc.):

1) Name, Title, Phone #: __________________________________________________________
2) Name, Title, Phone #: __________________________________________________________

Signature
Please read and check mark accordingly:

☐ I understand the Into the City staff has the right to remove me from participating in “Into the City: Pittsburgh” should I fail to meet the expectations put forth in this document.

__________________________  _______________________
Signature of Applicant             Date
**Into the City: Pittsburgh 2015**

**ITINERARY**

*Itinerary subject to change*

**SUNDAY | OCTOBER 4th**

9:30 AM  
Depart Eisenhower Circle

3:00 PM  
Pittsburgh Pirates Game and alumni networking

**MONDAY | OCTOBER 5th**

9:30 – 11:00 AM  
Company Site Visit  
Eat N’ Park Hospitality Group

12:00 - 1:30 PM  
Lunch and Alumni Panel Discussion

3:00 – 5:00 PM  
Company Site Visit  
Coalition for Christian Outreach  
TrueSense Marketing

6:00 – 8:30 PM  
Networking & Dinner with Alumni from the Pittsburgh Fellows Program

9:00PM  
Optional visit to Incline Plane

**TUESDAY | OCTOBER 6th**

7:30 AM  
Networking Breakfast with Alumni

10:00 – 11:30 AM  
Company Site Visit  
Cornerstone Television Network  
4moms

12:30 – 2:00 PM  
Lunch and Alumni Panel Discussion

3:00 – 5:00 PM  
Company Site Visit  
MARC USA  
Truefit

5:00 PM  
Depart for Messiah College