

## • Another Reason to Use ACS Career Services

### THE PERSON HIRING YOU MAY WELL BE AN ACS MEMBER.

The American Chemical Society maintains a high profile in the industry. Our over 163,500 members include professional research directors, department heads, educators, and other executives responsible for recruiting top-flight chemists and other scientists in a wide range of disciplines. In fact, many of these employers turn to ACS to fill their open positions with the industry's best and brightest: ACS members.

Combine your status as an ACS member with professional guidance from ACS Career Services, and you've got a winning combination for a more rewarding career. Contact us today.



**CAREER SERVICES**  
American Chemical Society  
1155 Sixteenth Street, NW  
Washington, DC 20036

Non-Profit  
Organization  
U.S. Postage PAID  
American  
Chemical Society

**ACS CAREER SERVICES —  
WE'LL HELP GIVE YOUR CAREER A LIFT.**

INQUIRIES: 1-800-227-5558

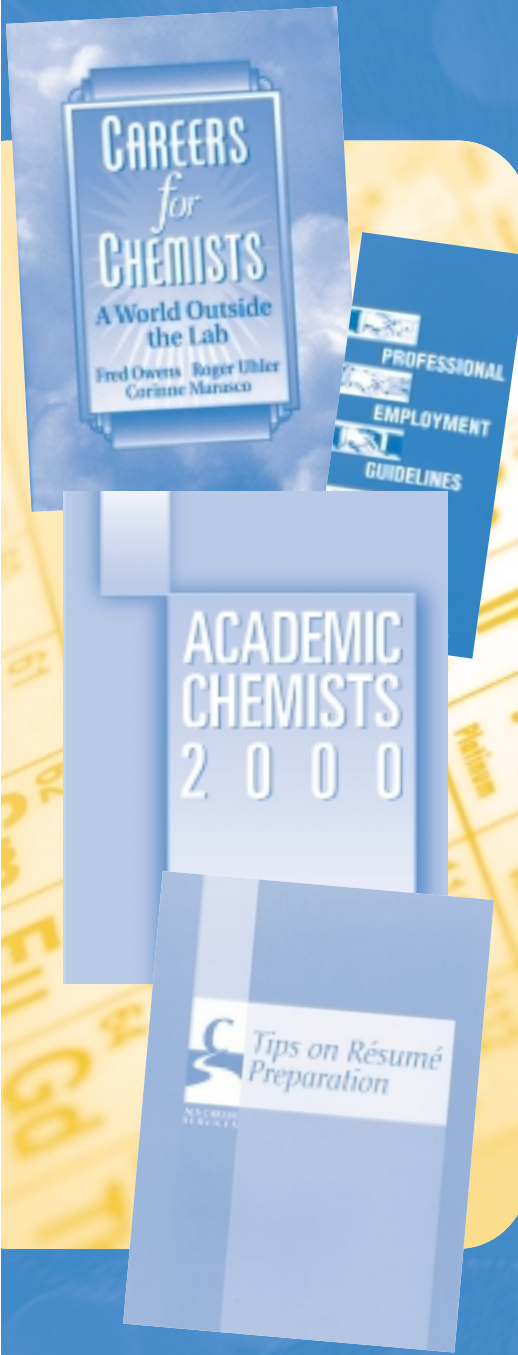
TO ORDER ITEMS: 1-800-227-5558, ext. 4600

E-MAIL: [careers@acs.org](mailto:careers@acs.org)

DCS WEB SITE: <http://chemistry.org/careers>



Department of Career Services  
American Chemical Society



TAKE CHARGE  
OF YOUR FUTURE

# ACS CAREER SERVICES CATALOG

PROGRAMS,  
PUBLICATIONS,  
AND SERVICES  
*specially designed  
for chemists and  
chemical engineers.*

2002 • ISSUE

# ACS Career Services can help you **take charge of your future**

## TAKING CONTROL OF YOUR CAREER

in today's competitive work environment has never been more important. From graduate students to postdoctoral researchers to chemists in career transition, every ACS member needs to be prepared.

Whether you are a new graduate, a seasoned chemist, or somewhere in between, our professional and employment services can help you reach your career goals. Visit our website to read ACS career publications, check out the calendar of ACS career workshops and meetings, and visit links to other resources. [chemistry.org/careers](http://chemistry.org/careers)

At ACS Career Services, we want to help you lessen the impact of traumatic events and make the most of good opportunities. That's why most of our products and services are free to our members and others have just a nominal fee. So take charge of your future—and do it today!

## • EXPERT CAREER SERVICE

### CAREER CONSULTANT PROGRAM

Over 60 volunteer consultants — all ACS members — available to assist you with any aspect of employment and career development: job search strategies, interviewing techniques, career transitioning, salaries, resumes. Call 1-800-227-5558, x4436. **FREE.**

### TELEPHONE ASSISTANCE

Access to information about salaries, employment trends, job/career transitions, resume questions, and other career issues at your fingertips. **FREE.**

## • EMPLOYMENT SERVICES

### CAREER RESOURCE CENTER AND EMPLOYMENT CLEARING HOUSE

Provides ACS members and national and student affiliates with information on current job openings and provides the opportunity to interview onsite with employers during the ACS National and Regional Meetings. Free to members and affiliates attending national and regional meetings.

### SITUATIONS WANTED ADS

ACS members and national and student affiliates, who are unemployed or who have been given 60 days notice of termination, as well as student members and affiliates who have not found employment two months prior to graduation, may place free advertisements in C&EN. Retired members who are looking for part-time employment and have applied for retired status with ACS may place free ads. For more information call 1-800-227-5558, x6208.

### RESUME REVIEW AND CAREER ASSISTANCE

Expert consultants provide one-on-one assistance, review your resume and discuss various issues concerning your career. Offered at ACS National and Regional meetings. **FREE.**

### MOCK INTERVIEW SESSIONS

Tape a practice interview and receive invaluable feedback from our Career Services professionals. Offered at ACS National Meetings. **FREE.**

## • WORKSHOPS & PRESENTATIONS

These ACS programs are designed to provide assistance in fine-tuning your job search skills and to offer information on the current status of chemical employment opportunities. They are offered at national and regional meetings and tailored programs are available to local sections, graduate schools, colleges and universities (see box). Presented by specially trained chemical professionals with extensive experience or by ACS staff experts, these programs bring to life the latest information and techniques to help you develop professionally.

### MANAGING AN EFFECTIVE JOB SEARCH

Explores successful job search strategies, resume preparation, networking, interviewing, and techniques for making a career transition. The full "Job Search" workshop includes all of the following modules (which are also available as separate presentations):

- **Targeting the Job Market**  
Learn about the latest trends and understand how to identify the best job for you. Develop networking skills and learn effective techniques for obtaining interviews.
- **Resume Preparation**  
Discover the secrets of a winning resume. Focus on your skills and abilities and land that dream job. This session also covers CVs, cover letters and personal data formats for government jobs.
- **Interview Skills**  
The key to an effective interview is your ability to demonstrate the match between your background and the position's requirements. We'll show you how to make a good impression.

### STRATEGIES FOR CAREER TRANSITIONS

In today's job market, chemical professionals need to explore possible career transitions. This workshop will cover the major components of job hunting, with an emphasis on the transition process and ways in which chemical professionals can identify possible job/career options. Topics covered will include employment trends, personal assessment, targeting the job market (networking and resume preparation), and interviewing skills.

### WORKSHOPS ARE ALSO AVAILABLE ON THE FOLLOWING TOPICS:

- **Employment Trends and Marketability** — What is the job market like for chemical professionals today? How will it evolve in the next decade? Learn about current trends and how to make the most of them to advance your career.
- **Negotiating Techniques** — Learn how negotiating techniques can help you in your salary negotiations as well as your negotiations with supervisors, research advisors, and other situations which require negotiation skills.
- **Critical Non-Technical Skills** — Employers today are demanding more of potential employees than technical excellence. Let this workshop be your guide as you build credentials in non-technical areas.
- **Career Strategies: Critical Steps for Success** — This session will begin to explore what you can do today to prepare yourself for the job market tomorrow. These strategies can help you to get ahead without leaving your current employer.

## ACS ON SITE!

Local section meeting planners, graduate schools, college & university career centers...ACS Career Services will come to you with career development workshops and programs—arranged just for you! You provide publicity and basic site arrangements. We do the rest—ACS Career Consultant, participant materials, Career Services publications.

Available to groups of 25 or more. Cost to ACS Local Sections: one-hour \$150; half-day \$300; full-day \$500.

Cost to non-ACS Groups; one-hour \$250; half-day \$500; full-day \$900.

Contact  
1-800-227-5558,  
ext. 6076.





# Up-to-date analyses to help **manage your career**

## • WORKFORCE ANALYSIS

### ANNUAL SALARY SURVEY

Vital for both employers and employees, this survey analyzes the employment and salaries of ACS members who have been working for two or more years.

**\$150.00 plus shipping and handling and appropriate tax.**

### SALARY COMPARATOR

Let the Comparator help you find answers to your salary-related questions by providing current information applicable to specific employment situations. Go to

<http://center.acs.org/applications/acscparator>

### PROFESSIONAL AND WORKFORCE NEWS

A special report providing current data on degrees and employment in the chemistry labor force.

Published three times a year. Electronic version at <http://chemistry.org/careers>.

### STARTING SALARY SURVEY

This survey analyzes the employment status and salaries of new chemistry and chemical engineering graduates — BS, MS, PhD. **\$29.95 plus shipping and handling and appropriate tax.**

### LIFETIMES IN CHEMISTRY

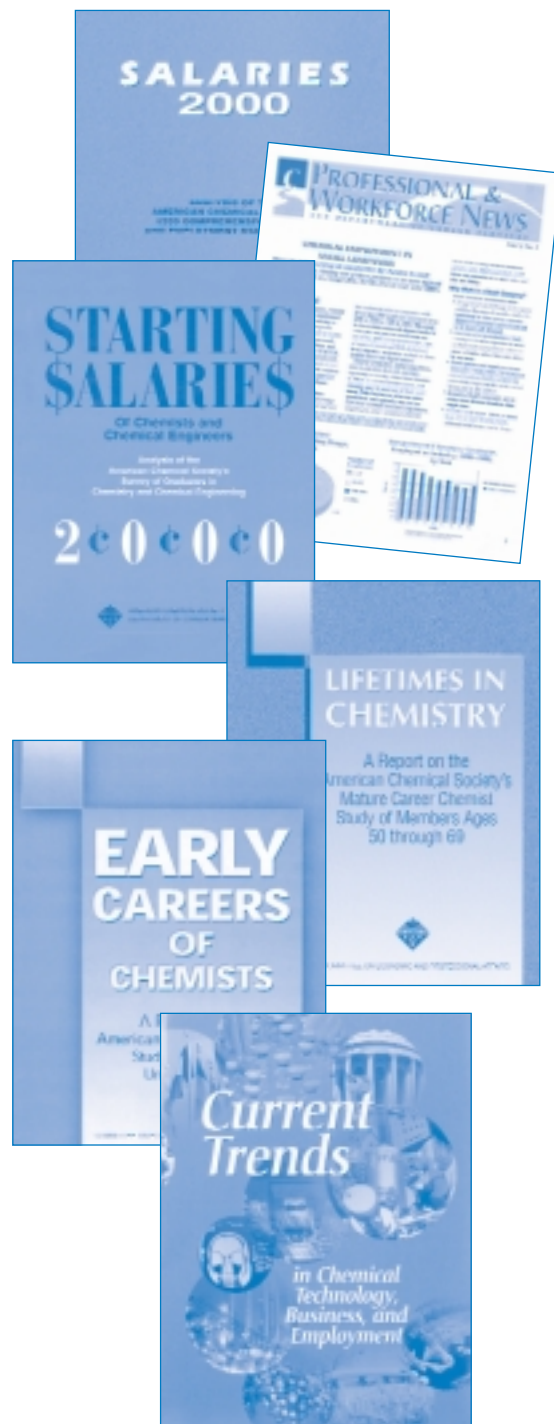
This report presents detailed results of the 1999 Mature Career Chemist Study. **FREE for members\***

### EARLY CAREERS OF CHEMISTS

New report of 2001 study of chemists under age 40. **FREE for members\***

### CURRENT TRENDS

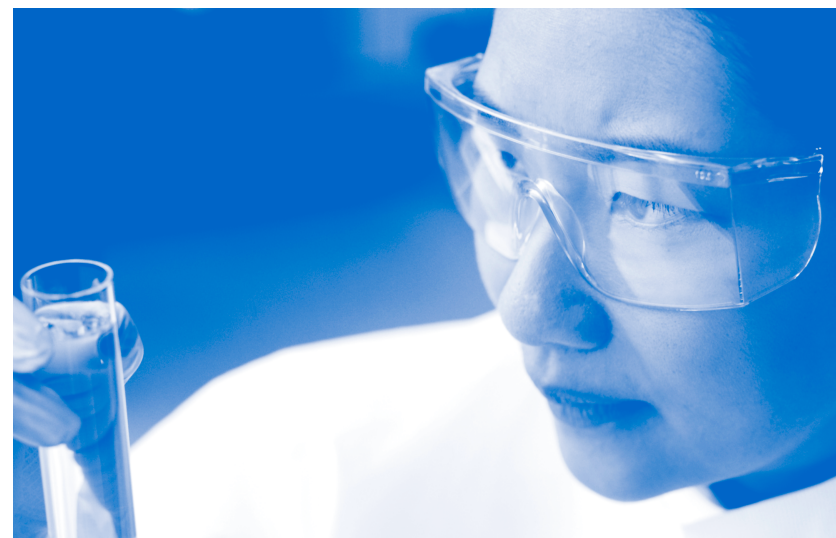
The big picture on technology, business, economic, R&D, and hiring trends in the corporate, government, and academic worlds. Updated every five years. **FREE.**



### CHEMCENSUS 2000 SERIES

ChemCensus 2000 is a comprehensive report providing the LATEST RESEARCH about the chemical profession covering the past decade using data from the 1990, 1995, and 2000 ACS employment census. Additional publications will focus on special subpopulations featuring: Academic Chemists, Industrial Chemists, Women Chemists 2000. **FREE for members\***

\* For Non-Members \$10.00 plus shipping and handling and appropriate tax.



## • PUBLICATIONS

### PROFESSIONAL EMPLOYMENT GUIDELINES

An in-depth treatment recommending fair practices by both employers and employees as the basis of sound professional relations. **FREE.\***

### ACADEMIC PROFESSIONAL GUIDELINES

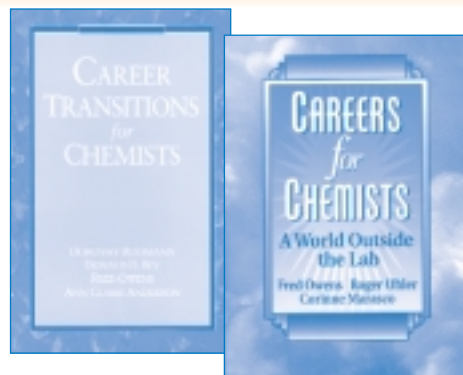
Addresses special issues of concern to chemical scientists in the academic environment, including the obligations and responsibilities of students, professors, and administrators. **FREE.\***

### WHAT A CHEMIST SHOULD CONSIDER BEFORE ACCEPTING...

A series of brochures which presents issues to consider before accepting a position: compensation, benefits, tenure, career growth. For BS, MS, and PhD chemists seeking positions in industry, government, and academe. **FREE.\***

### CAREER TRANSITIONS FOR CHEMISTS

Discusses personal assessment, salaries, resumes, and networking for laboratory and nonlab careers. **\$15.00 plus shipping and handling and appropriate tax.** (\$25 plus appropriate tax for this title and Careers for Chemists.)



### CAREERS FOR CHEMISTS

Profiles of people who have used their training in chemistry as a springboard to a variety of career options.

**\$15.00 plus shipping and handling and appropriate tax.** (\$25 plus appropriate tax for this title and Career Transitions for Chemists.)

### TARGETING THE JOB MARKET

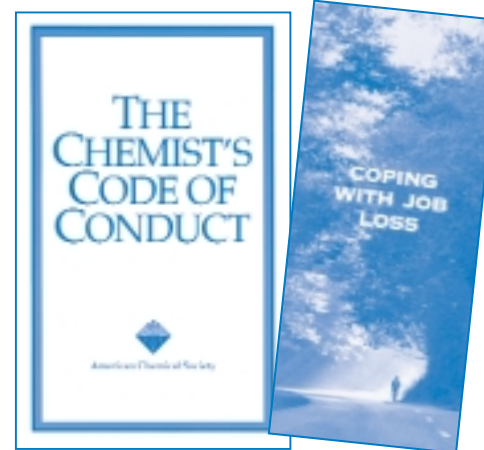
This publication focuses on the components of targeting the job market: personal assessment, identifying market trends, credentials, conducting research, and networking. **FREE.**

### THE INTERVIEW HANDBOOK

Discusses the various techniques and skills needed for a successful interview. **FREE.**

### TIPS ON RESUME PREPARATION

Discusses the most successful types of resumes and offers samples of each. **FREE.**



### THE CHEMIST'S CODE OF CONDUCT

Defines a chemist's ethical standards, plus obligations to the public, science, and the profession. **FREE.\***

### COPING WITH JOB LOSS

Provides detailed information on coping with the emotional, practical, and professional aftermath of termination. **FREE.**

### RESOURCES FOR CAREER MANAGEMENT

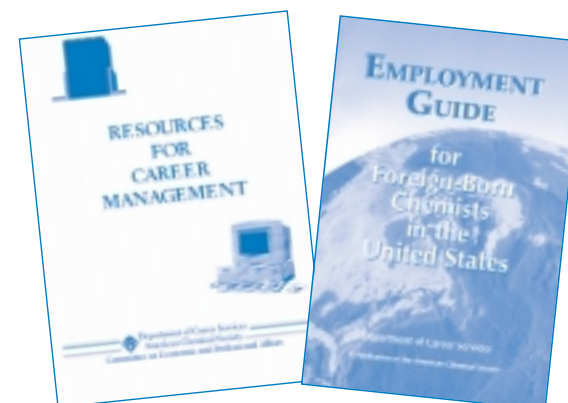
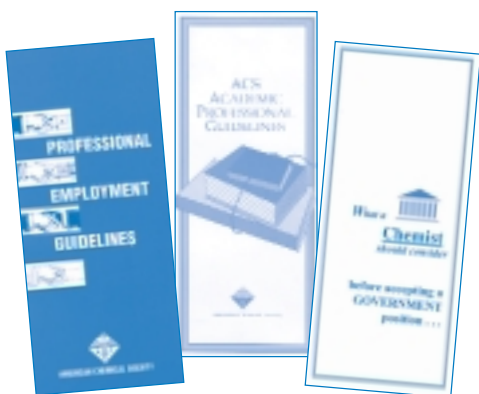
Lists reference books, reading material, videotapes, and computer services useful in any job search. **FREE.**

### EMPLOYMENT GUIDE FOR FOREIGN-BORN CHEMISTS IN THE UNITED STATES

Provides information on immigration requirements; job searching; evaluating foreign credentials, skills, and experience; culture of the workplace and how to adapt to a new domicile. **FREE.**

## LOCAL SECTION CAREER PROGRAM

The Local Section Career Program (LSCP) assists local sections in the development and maintenance of local employment and career services. To find out whether there is an LSCP coordinator in your section, or if you would like further information about the LSCP, visit our website at [chemistry.org/careers](http://chemistry.org/careers) to review the list of sections or call 1-800-227-5558 ext. 4432.



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\*Electronic version at <http://acs.org/careers>.  
Click on "Employment Resources," then "Publications."