CSR 30000: Field Experience in Retail Management

Pre-requisites: Students currently admitted to Retail Management or Apparel Design program only; completion of CSR 20900. Pending CODO students are not admitted to this course and may not complete an internship for academic credit until they're officially in the program and registered for CSR 30000.

Retail Management and Apparel Design & Technology students are required to complete a work experience in a retail position to meet graduation requirements. The following are the requirements:

1. Attend a required meeting to obtain a syllabus for the semester in which you're working. **If you are planning on working over the summer, mandatory orientation sessions will be held in Spring months to distribute the syllabus and forms you need.** If you're working in the Fall or Spring semester, meetings are held during the first week of school (times are located on the Schedule of Classes). You must attend the mandatory meeting in order to register.

2. Obtain suitable work in a retail setting (i.e., bookstore, grocery store, clothing store, department store, etc).

3. You must be able to complete a minimum of 140 hrs in the time frame of the semester in which you're registered. **IMPORTANT: You must be registered for CSR 30000 in the semester in which you complete the hours.** Hours accrued will not count until the position is formally approved by the supervising professor on the SITE APPROVAL FORM. Restaurants and bars do not qualify.

4. Per your syllabus, there will be assignments and a final paper due during the semester. Your work supervisor will also need to evaluate you as well.   There is a letter to your supervisor in the syllabus informing them of your need to research the company in order to write your final paper.

Examples of Past Experiences:

- London Internship Program
- Sydney Internship Program
- Abercrombie & Fitch
- Aeropostle
- BCBG Max Azria
- Bed Bath & Beyond
- The Buckle
- Cosmopolitan, NYC
- Crate & Barrel
- Esprit
- Escada
- Gucci, NYC
- Indianapolis Speedway
- Juicy Couture, NYC
- Live Nation, Indianapolis
- Macys
- Marc Jacobs International
- Menards
- Motherhood Maternity
- Nike
- Nordstrom
- Sears Holding Company
- Target
- Teen Vogue, NYC
- TJ Maxx
- Trunk Club
- Walgreen's
- Victoria's Secret
- Von Maur

Internship & Job Hunting Tips

1. Attend Career Fairs & Professional Development Events. Find a full list of on and off campus fairs and events at: https://www.purdue.edu/cco

2. Use the Center for Career and MyCCO. Located in Young Hall, Room 132. They will help with all of your job hunting needs including mock interviewing, resume critiquing and company information sessions! www.purdue.edu/cco   Email a question to askcco@purdue.edu

3. Register for a MyCCO account to utilize numerous job search databases for on and off-campus interviewing: https://www.cco.purdue.edu/mycco.aspx

4. Participate in Sales Competitions through the Center for Professional Selling.
http://www.purdue.edu/proselling/

5. Create a LinkedIn profile and commit to connecting with industry professionals, alumni, and other professional contacts.

6. Network with companies by joining a club related to your major.

7. Speak with your parents and family friends about your need to fulfill an internship; they may have contacts. Get your name out there! (friends of friends are good resources!)

8. Watch for email job announcements from Bobbe Molter and other CSR academic advisors or staff. These come *directly* from personal industry contacts and alumni!

9. Check the local newspapers job classified in cities you're interested in working.
www.jconline.com

10. Google the company name you're interested in working for and follow the "employment" links.

11.   Walk in to (cold call) the company you are interested in begin the networking process --but be sure to dress the part and have clean, crisp resumes on hand. Keep an eye out for "help wanted" signs at your favorite retailers.

12. Use the Purdue Career Wiki at: http:// career.lib.purdue.edu/

College of Health & Human Sciences | Department of Consumer Science
www.purdue.edu/hhs/csr