

WHAT CAN I DO WITH MY ENGLISH DEGREE?



UMBC - CAREER SERVICES CENTER

BOOK PUBLISHING

Children's, Paperbacks, Textbooks, Trade Books, Mail Order, Technical

- | | | |
|----------------------------------|-------------------------------|----------------------------------|
| ≡ Editorial Assistant | ≡ Assistant Editor | ≡ Copy Editor |
| ≡ Freelance Indexer/Index Editor | ≡ Proofreader | ≡ Book Selector |
| ≡ Reviewer | ≡ Publishing Assistant | ≡ Project Editor |
| ≡ Manuscript/Copy Reader | ≡ Sales Representative | ≡ Publicity/Promotions Assistant |
| ≡ Acquisition Editor | ≡ Subsidiary Rights Assistant | ≡ Writer/Author |

MAGAZINES/NEWSPAPERS

Trade Publications, National and Local Papers, Business Magazines, Consumer Magazines,

Freelance

- | | | |
|--------------------------|-----------------|-----------------------------|
| ≡ Reporter | ≡ Copy Editor | ≡ Assistant Editor |
| ≡ Editorial Assistant | ≡ Letter Editor | ≡ Wire Editor |
| ≡ Editorial Writer | ≡ Writer | ≡ Circulation Manager/Asst. |
| ≡ Production Coordinator | ≡ Researcher | ≡ Sports Writer |
| ≡ News Assistant | ≡ Staff Writer | |

RADIO / MOVIES / TELEVISION

- | | | |
|----------------------|------------------------------|-----------------|
| ≡ Research Assistant | ≡ Production Assistant | ≡ Story Analyst |
| ≡ Story Editor | ≡ Assistant Segment Producer | ≡ News Reporter |
| ≡ Script Writer | ≡ TV Listings Editor | |

ADVERTISING / MARKETING

- | | | |
|-------------------------------|------------------------------|---------------------------------|
| ≡ Marketing Research Analyst | ≡ Consumer Survey Supervisor | ≡ Copywriter |
| ≡ Advertising Salesperson | ≡ Marketing Coordinator | ≡ Media Buyer/Planner |
| ≡ Sales Promotions Specialist | ≡ Media Analyst | ≡ Research Assistant |
| ≡ Catalog Copywriter | ≡ Packaging Copywriter | ≡ Book Marketer |
| ≡ Assistant Traffic Manager | ≡ Market Research Editor | ≡ Asst. Account Executive |
| ≡ Account Coordinator | ≡ Acquisition Editor | ≡ Asst. Advertorial Coordinator |

PUBLIC RELATIONS

- | | | |
|---------------------------------------|---------------------------------|----------------------------------|
| ≡ Fund-Raiser/Development Associate | ≡ Special Events Planner | ≡ Public Relations Assistant |
| ≡ Sales Promoter | ≡ Speech Writer | ≡ Press Relations Specialist |
| ≡ Customer Service/Support Rep. | ≡ Media Liaison | ≡ Asst. Dir. of Public Relations |
| ≡ Corp. Public Relations Specialist | ≡ Public Affairs Assistant | ≡ Junior Account Executive |
| ≡ Communications Assistant/Specialist | ≡ Publicity Publications Writer | |

RESEARCH

Libraries, Universities, Think Tanks, Encyclopedias, Magazines

- | | | |
|-----------------------------|---------------------|----------------------|
| ≡ Fact Checker | ≡ Junior Researcher | ≡ Research Assistant |
| ≡ Library Technician | ≡ Indexer | ≡ Abstractor |
| ≡ Technical Writer | ≡ Project Assistant | ≡ Database Editor |
| ≡ Software Reference Writer | | |

EDUCATION

High Schools, Colleges, Universities

- | | | |
|---------------|--------------------------------|-----------------------------|
| ≡ Teacher | ≡ Admissions Counselor | ≡ Financial Aid Counselor |
| ≡ Fund Raiser | ≡ Literacy Program Coordinator | ≡ English Instructor Abroad |

GOVERNMENT

Local, State and Federal Agencies

- | | | |
|-----------------------------|-------------------------------|---------------------------|
| ≡ Public Affairs Specialist | ≡ Peace Corps Worker | ≡ Foreign Service Officer |
| ≡ Contract Administrator | ≡ Customs/Immigration Officer | ≡ Researcher |
| ≡ Records Manager | ≡ Legal Assistant/Paralegal | ≡ Program Evaluator |

HUMAN SERVICES

Government, Community Centers, Prisons/Courts, Non-Profits

- ≡ Community Outreach Worker
- ≡ Recreation Specialist
- ≡ Family Services Specialist
- ≡ Correctional Caseworker
- ≡ Eligibility Specialist
- ≡ Social Service Administrator
- ≡ Volunteer Coordinator
- ≡ Activities Leader
- ≡ Police Officer
- ≡ Case Manager
- ≡ Caseworker
- ≡ Hospice Coordinator
- ≡ Probation Officer

PUBLIC POLICY

Congress / State Legislature / Local Government

- ≡ Congressional/Legislative Aide
- ≡ Legislative Correspondent
- ≡ Legislative Research Asst.
- ≡ Committee Staff Person
- ≡ Campaign Staffer
- ≡ Press Aide

Policy Organizations (Issue-Oriented / Non-Profit / National Associations)

- ≡ Public Opinion Interviewer
- ≡ Membership Coordinator
- ≡ Meetings Coordinator
- ≡ Communications Assistant
- ≡ Office Manager
- ≡ Community/Field Organizer
- ≡ Program Developer/Coord.
- ≡ Legislative Liaison
- ≡ Fundraising Assistant
- ≡ Government Affairs Specialist
- ≡ Project Manager
- ≡ Political Organizer
- ≡ Convention Organizer
- ≡ Publications Assistant

BUSINESS

Human Resources

- ≡ Personnel/Human Resources Asst.
- ≡ EEO/Affirmative Action Specialist
- ≡ Staffing Specialist
- ≡ Benefits Coordinator
- ≡ Payroll Officer
- ≡ Job Developer
- ≡ Trainer
- ≡ Recruiter/Interviewer
- ≡ Job Classification Specialist

Insurance

- ≡ Claims Representative/Examiner
- ≡ Abstractor (Title Insurance Co.)
- ≡ Insurance Agent
- ≡ Underwriter

Banking / Finance

- ≡ Branch Manager
- ≡ Property Manager
- ≡ Real Estate Agent
- ≡ Loan Representative
- ≡ Operations Assistant
- ≡ Securities/Research Analyst
- ≡ Stockbroker
- ≡ Trust Officer
- ≡ Mortgage Officer

Retail (Book, Department, and Specialty Stores)

- ≡ Assistant Buyer
- ≡ Store/Department Manager
- ≡ Merchandise Manager

KEEP IN MIND...

This list is just a brief introduction to your career options - it is *not* a complete list! Also keep in mind that although these career fields are open to you as an English major, you must take extra steps to prepare yourself for a competitive job market. It is important to:

- (1) **obtain relevant internship, co-op, or volunteer experience** (see CDC about their part-time, major-related job announcements; the Shriver Center about co-op, internship, and service opportunities; and Community Outreach about their volunteer programs) *and*
- (2) **supplement your English course work** with classes that would be relevant and beneficial to your chosen career field.

Make an appointment with a career advisor for suggestions on researching your career options, choosing a career field, and preparing for your chosen occupation.

ADDITIONAL RESOURCES

Internet sites: that allow you to explore career options for English degree:

- ≡ Career Development Center - Links by Major: http://www.careers.umbc.edu/students/websites_major.php

CDC Career Resource Center (MP 212):

- ≡ *Careers for Bookworms and Other Literary Types*
- ≡ *100 Jobs in Words*