

Career Center

Career Center Records
1939-2001



WILLIAM
& MARY

CHARTERED 1693

Title Statement

Career CenterGuide to the Career Center Records UA 94

Author: Special Collections Staff.

Publication Statement

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2007-07-04

Profile Description

Creation: This finding aid was produced using ArchivesSpace on 2025-08-07 07:02:50 -0400.

Language Usage: English

Descriptive Rules: Describing Archives: A Content Standard

Descriptive Summary

Unit ID

UA 94

Unit ID

/repositories/2/resources/8526

Unit Date

1939-2001

Unit Date

1950-1985

Language

English

Creator

College of William and Mary. Career Center

Extent

12.20 Linear Feet

Repository

Special Collections Research Center

Administrative Information

Conditions Governing Access:

Collection is open to all researchers. Manuscript collections and archival records may contain materials with sensitive or confidential information that is protected under federal or state right to privacy laws and regulations, such as the Virginia Public Records Act (Code of Virginia. § 42.1-76-91); and the Virginia Freedom of Information Act (Code of Virginia § 2.2-3705.5). Confidential material may include, but is not limited to, educational, medical, and personnel records. If sensitive material is found in this collection, please contact a staff member immediately. The disclosure of personally identifiable information pertaining to a living individual may have legal consequences for which the College of William and Mary assumes no responsibility.

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Preferred Citation:

College of William and Mary Career Center Records, Special Collections Research Center, Early Gregg Swem Library, College of William and Mary.

Historical Note:

The Career Center coordinates career development programs and recruitment services for all undergraduate and graduate programs at the College except the Law and MBA programs. Further information about this individual or organization may be available in the Special Collections Research Center Wiki:

http://scdbwiki.swem.wm.edu/wiki/index.php/Career_Center.

Scope and Contents

This collection includes fliers, reports, newsletters, manuals, and other material from the Career Center at the College of William and Mary. Records from the Placement Bureau, Office of Career Planning, Office of Career Services, and the Office of Corporate Relations and Placement are also included in the collection.

In 2010 the Career Center was named the Cohen Career Center

Separated Materials:

Acc. 1991.074 transferred from the Office of Career Services 08/07/1991, was destroyed in 2007.

Acc. T1992.032 and Acc. T1995.0005 are set for destruction on 1/1/2010 according to Library of Virginia General Schedule 111 101104.

Keywords

Booklets

Fliers (printed matter)

Publications

Reports
Career development
College of William and Mary--Students
Newsletters

Custodial History:

Portions of this collection were previously part of the University Archives Publications Collection.

Records from the Office of Career Planning and Office of Corporate Relations and Placement were integrated into this collection on 11/11/2009.

Acc. 1991.074 transferred from the Office of Career Services 08/07/1991, was destroyed in 2007.

Acc. T1992.032 and Acc. T1995.0005 are set for destruction on 1/1/2010 according to Library of Virginia General Schedule 111 101104.

Description of Subordinate Components

Series 1: Office of Corporate Relations and Placement Records

Unit ID id63543

Unit ID /repositories/2/archival_objects/321741

Unit Date 1939-1989

Scope and Contents

This series includes fliers, newsletters, and other publications from the Placement Bureau and the Office of Corporate Relations and Placement from 1939 to 1989.

Career Search Guide for MBAs

Unit ID id37349

Unit ID /repositories/2/archival_objects/321743

Unit Date 1984-1985

Mixed Materials 1 (Box)

Container 1 (Folder)

Careers After College

Unit ID id37351

Unit ID /repositories/2/archival_objects/321744

Unit Date 1983-1985

Mixed Materials 1 (Box)

Container 2 (Folder)

Keys to the Future

Unit ID id37353

Unit ID /repositories/2/archival_objects/321745

Unit Date 1984-1985

Mixed Materials 1 (Box)

Container 3 (Folder)

Annual Reports

Unit ID id37355

Unit ID /repositories/2/archival_objects/321746

Unit Date 1985-1986

Mixed Materials 1 (Box)

Container 4 (Folder)

Sources for Students and Alumni**Unit ID** id37356**Unit ID** /repositories/2/archival_objects/321747**Unit Date** 1984-1985**Mixed Materials** 1 (Box)**Container** 5 (Folder)**Career Exploration Day****Unit ID** id37317**Unit ID** /repositories/2/archival_objects/321748**Unit Date** 1982-1984**Mixed Materials** 2 (Box)**Container** 1 (Folder)**Career Placement Notes****Unit ID** id37318**Unit ID** /repositories/2/archival_objects/321749**Unit Date** 1972**Mixed Materials** 2 (Box)**Container** 2 (Folder)**Career Placement Notes****Unit ID** id37319**Unit ID** /repositories/2/archival_objects/321750**Unit Date** 1973**Mixed Materials** 2 (Box)**Container** 3 (Folder)**Career Placement Notes****Unit ID** id37320**Unit ID** /repositories/2/archival_objects/321751**Unit Date** 1974**Mixed Materials** 2 (Box)**Container** 4 (Folder)**Career Placement Notes****Unit ID** id37321**Unit ID** /repositories/2/archival_objects/321752**Unit Date** 1975**Mixed Materials** 2 (Box)**Container** 5 (Folder)**Career Placement Notes****Unit ID** id37322**Unit ID** /repositories/2/archival_objects/321753**Unit Date** 1976**Mixed Materials** 2 (Box)**Container** 6 (Folder)

Career Placement Notes**Unit ID** id37323**Unit ID** /repositories/2/archival_objects/321754**Unit Date** 1977-1978**Mixed Materials** 2 (Box)**Container** 7 (Folder)**Career Placement Notes****Unit ID** id37324**Unit ID** /repositories/2/archival_objects/321755**Unit Date** 1979-1980**Mixed Materials** 2 (Box)**Container** 8 (Folder)**Career Placement Notes****Unit ID** id37325**Unit ID** /repositories/2/archival_objects/321756**Unit Date** 1980**Mixed Materials** 2 (Box)**Container** 9 (Folder)**Career Placement Notes****Unit ID** id37326**Unit ID** /repositories/2/archival_objects/321757**Unit Date** 1986**Mixed Materials** 2 (Box)**Container** 10 (Folder)**Graduate and Professional School Day****Unit ID** id37327**Unit ID** /repositories/2/archival_objects/321758**Unit Date** 1983**Mixed Materials** 2 (Box)**Container** 11 (Folder)**The Graduates Are Coming****Unit ID** id37328**Unit ID** /repositories/2/archival_objects/321759**Unit Date** 1988-1989**Mixed Materials** 2 (Box)**Container** 12 (Folder)**Placement Bureau Annual Report****Unit ID** id37329**Unit ID** /repositories/2/archival_objects/321760**Unit Date** 1939-1947**Mixed Materials** 2 (Box)**Container** 13 (Folder)

Placement Bureau Annual Report**Unit ID** id37331**Unit ID** /repositories/2/archival_objects/321761**Unit Date** 1952-1954**Mixed Materials** 2 (Box)**Container** 14 (Folder)**Placement Bureau Annual Report****Unit ID** id37332**Unit ID** /repositories/2/archival_objects/321762**Unit Date** 1955-1959**Mixed Materials** 2 (Box)**Container** 15 (Folder)**Placement Bureau News Bulletin****Unit ID** id37333**Unit ID** /repositories/2/archival_objects/321763**Unit Date** 1948-1952**Mixed Materials** 2 (Box)**Container** 16 (Folder)**Placement Information****Unit ID** id37337**Unit ID** /repositories/2/archival_objects/321764**Unit Date** 1971-1982**Mixed Materials** 3 (Box)**Container** 1 (Folder)**Placement Information****Unit ID** id37338**Unit ID** /repositories/2/archival_objects/321765**Unit Date** 1982-1985**Mixed Materials** 3 (Box)**Container** 2 (Folder)**Placement Report****Unit ID** id37339**Unit ID** /repositories/2/archival_objects/321766**Unit Date** 1972-1979**Mixed Materials** 3 (Box)**Container** 3 (Folder)**Placement Report****Unit ID** id37340**Unit ID** /repositories/2/archival_objects/321767**Unit Date** 1980-1981**Mixed Materials** 3 (Box)**Container** 4 (Folder)

Placement Report**Unit ID** id37342**Unit ID** /repositories/2/archival_objects/321768**Unit Date** 1982**Mixed Materials** 3 (Box)**Container** 5 (Folder)**Placement Report****Unit ID** id37343**Unit ID** /repositories/2/archival_objects/321769**Unit Date** 1983-1984**Mixed Materials** 3 (Box)**Container** 6 (Folder)**Placement Services at the College of William and Mary****Unit ID** id37344**Unit ID** /repositories/2/archival_objects/321770**Unit Date** 1973-1984**Mixed Materials** 3 (Box)**Container** 7 (Folder)**Series 2: Office of Career Planning Records****Unit ID** id63544**Unit ID** /repositories/2/archival_objects/321742**Unit Date** 1941-2001**Scope and Contents**

This series includes fliers, newsletters, and other publications from the Counseling Office, Office of Career Planning, Office of Career Services, and the Career Center from 1941 to present.

Career Planning, Office of**Unit ID** id37216**Unit ID** /repositories/2/archival_objects/321771**Unit Date** 1974-1983**Mixed Materials** Series 2, Box 1 (Box)**Container** 1 (Folder)**Career Planning, Office of****Unit ID** id37217**Unit ID** /repositories/2/archival_objects/321772**Unit Date** 1984**Mixed Materials** Series 2, Box 1 (Box)**Container** 2 (Folder)**Career Planning, Office of****Unit ID** id37218**Unit ID** /repositories/2/archival_objects/321773**Unit Date** 1984**Mixed Materials** Series 2, Box 1 (Box)**Container** 3 (Folder)

Career Planning, Office of**Unit ID** id37219**Unit ID** /repositories/2/archival_objects/321774**Unit Date** 1985-1987**Mixed Materials** Series 2, Box 1 (Box)**Container** 4 (Folder)**Career Planning, Office of****Unit ID** id37220**Unit ID** /repositories/2/archival_objects/321775**Unit Date** 1989-1993**Mixed Materials** Series 2, Box 1 (Box)**Container** 5 (Folder)**Career Planning, Office of****Unit ID** id37221**Unit ID** /repositories/2/archival_objects/321776**Unit Date** 1994**Mixed Materials** Series 2, Box 2 (Box)**Container** 1 (Folder)**Career Counseling Library Resources****Unit ID** id37222**Unit ID** /repositories/2/archival_objects/321777**Unit Date** 1976-1985**Mixed Materials** Series 2, Box 2 (Box)**Container** 2 (Folder)**Career Exchange Newsletter****Unit ID** id37223**Unit ID** /repositories/2/archival_objects/321778**Unit Date** 1988**Mixed Materials** Series 2, Box 2 (Box)**Container** 3 (Folder)**Career Planning and Placement Manual****Unit ID** id37224**Unit ID** /repositories/2/archival_objects/321779**Unit Date** 1977**Mixed Materials** Series 2, Box 2 (Box)**Container** 4 (Folder)**Career Planning Checklist****Unit ID** id37225**Unit ID** /repositories/2/archival_objects/321780**Unit Date** 1985-1993**Mixed Materials** Series 2, Box 2 (Box)**Container** 5 (Folder)

College and Career**Unit ID** id37226**Unit ID** /repositories/2/archival_objects/321781**Unit Date** 1941-1953**Mixed Materials** Series 2, Box 2 (Box)**Container** 6 (Folder)**Discover****Unit ID** id37227**Unit ID** /repositories/2/archival_objects/321782**Unit Date** 1980-1989**Mixed Materials** Series 2, Box 2 (Box)**Container** 7 (Folder)**An Employer's Guide****Unit ID** id37228**Unit ID** /repositories/2/archival_objects/321783**Unit Date** 2001**Mixed Materials** Series 2, Box 2 (Box)**Container** 8 (Folder)**Futures--Volume I****Unit ID** id37229**Unit ID** /repositories/2/archival_objects/321784**Unit Date** 1978**Mixed Materials** Series 2, Box 3 (Box)**Container** 1 (Folder)**Futures--Volume II****Unit ID** id37230**Unit ID** /repositories/2/archival_objects/321785**Unit Date** 1978-1979**Mixed Materials** Series 2, Box 3 (Box)**Container** 2 (Folder)**Futures--Volume III****Unit ID** id37231**Unit ID** /repositories/2/archival_objects/321786**Unit Date** 1979-1980**Mixed Materials** Series 2, Box 3 (Box)**Container** 3 (Folder)**Futures--Volume IV****Unit ID** id37232**Unit ID** /repositories/2/archival_objects/321787**Unit Date** 1980-1981**Mixed Materials** Series 2, Box 3 (Box)**Container** 4 (Folder)

Futures--Volume V**Unit ID** id37233**Unit ID** /repositories/2/archival_objects/321788**Unit Date** 1981-1982**Mixed Materials** Series 2, Box 3 (Box)**Container** 5 (Folder)**Futures--Volume VI****Unit ID** id37234**Unit ID** /repositories/2/archival_objects/321789**Unit Date** 1982**Mixed Materials** Series 2, Box 3 (Box)**Container** 6 (Folder)**Futures--Volume VII****Unit ID** id37235**Unit ID** /repositories/2/archival_objects/321790**Unit Date** 1983-1984**Mixed Materials** Series 2, Box 3 (Box)**Container** 7 (Folder)**Futures--Volume VIII****Unit ID** id37236**Unit ID** /repositories/2/archival_objects/321791**Unit Date** 1984-1985**Mixed Materials** Series 2, Box 3 (Box)**Container** 8 (Folder)**Futures--Volume IX****Unit ID** id37237**Unit ID** /repositories/2/archival_objects/321792**Unit Date** 1985-1986**Mixed Materials** Series 2, Box 3 (Box)**Container** 9 (Folder)**Futures--Volume X****Unit ID** id37238**Unit ID** /repositories/2/archival_objects/321793**Unit Date** 1986-1987**Mixed Materials** Series 2, Box 3 (Box)**Container** 10 (Folder)**Futures--Volume XI****Unit ID** id37239**Unit ID** /repositories/2/archival_objects/321794**Unit Date** 1987-1988**Mixed Materials** Series 2, Box 3 (Box)**Container** 11 (Folder)

Futures Volume--XII**Unit ID** id37240**Unit ID** /repositories/2/archival_objects/321795**Unit Date** 1988-1989**Mixed Materials** Series 2, Box 3 (Box)**Container** 12 (Folder)**Futures Volume--XIII****Unit ID** id37241**Unit ID** /repositories/2/archival_objects/321796**Unit Date** 1989-1990**Mixed Materials** Series 2, Box 3 (Box)**Container** 13 (Folder)**Futures Volume--XIV****Unit ID** id37242**Unit ID** /repositories/2/archival_objects/321797**Unit Date** 1990-1991**Mixed Materials** Series 2, Box 3 (Box)**Container** 14 (Folder)**Futures Volume--XV****Unit ID** id37243**Unit ID** /repositories/2/archival_objects/321798**Unit Date** 1991-1992**Mixed Materials** Series 2, Box 3 (Box)**Container** 15 (Folder)**Futures Volume--XVI****Unit ID** id37244**Unit ID** /repositories/2/archival_objects/321799**Unit Date** 1992-1993**Mixed Materials** Series 2, Box 3 (Box)**Container** 16 (Folder)**Futures Volume--XVII****Unit ID** id37245**Unit ID** /repositories/2/archival_objects/321800**Unit Date** 1993-1994**Mixed Materials** Series 2, Box 3 (Box)**Container** 17 (Folder)**Futures Volume--XVIII****Unit ID** id37246**Unit ID** /repositories/2/archival_objects/321801**Unit Date** 1994-1995**Mixed Materials** Series 2, Box 3 (Box)**Container** 18 (Folder)

Futures Volume--XIX**Unit ID** id37247**Unit ID** /repositories/2/archival_objects/321802**Unit Date** 1995**Mixed Materials** Series 2, Box 3 (Box)**Container** 19 (Folder)**Life After Dog Street (LADS)****Unit ID** id37248**Unit ID** /repositories/2/archival_objects/321803**Unit Date** 1986-1993**Mixed Materials** Series 2, Box 3 (Box)**Container** 20 (Folder)**Shared Experience Internship Program****Unit ID** id37249**Unit ID** /repositories/2/archival_objects/321804**Unit Date** 1980-1999**Mixed Materials** Series 2, Box 3 (Box)**Container** 21 (Folder)**Washington Area Job Fair****Unit ID** id37250**Unit ID** /repositories/2/archival_objects/321805**Unit Date** 1990**Mixed Materials** Series 2, Box 3 (Box)**Container** 22 (Folder)**Series 3: Correspondence****Unit ID** /repositories/2/archival_objects/330092**Language** English**Conditions Governing Access**

Material is unprocessed. See staff for more information.

Correspondence**Unit ID** /repositories/2/archival_objects/330093**Mixed Materials** Series 3, Box 1 (Box)**Language** English