

Art, Communication, English, Entertainment, Graphic Art, Marketing, Music, Sports, Theater, Etc.

Possible Careers (visit <http://www.online.onetcenter.org> for more information on these careers)

- | | | | |
|-------------------------------------|---------------------|--------------------------------|------------------------------|
| • Account Executive | • Broadcaster | • Marketing Coordinator | • Publisher |
| • Actor/ Actress | • Chorographer | • Media Relations Specialist | • Radio Account Sales Rep. |
| • Advertising Director | • Composer | • Museum Curator | • Reporter |
| • Advocate | • Copywriter | • Museum Education Coordinator | • Royalties Analyst |
| • Agent | • Designer | • Musician | • Set Designer |
| • Animator | • DJ | • On-Air Talent | • Special Effects Technician |
| • Art Therapist (art, drama, music) | • Editor | • Photographer | • Stage Manager |
| • Audio Visual Technician | • Event Coordinator | • Production Assistant | • Sound Technician |
| • Author | • Graphic Designer | • Promotions Manager | • Talent Director |
| • Brand Manager | • Journalist | • Public Relations Specialist | • Video Editor |

Potential Action Verbs for Resume (words to use to preface skills in active or past tense depending on experience)

- | | | | |
|--------------|---------------|----------------|----------------|
| • Advertised | • Edited | • Investigated | • Restructured |
| • Analyzed | • Established | • Modified | • Reviewed |
| • Assessed | • Evaluated | • Monitored | • Scheduled |
| • Composed | • Facilitated | • Performed | • Scripted |
| • Corrected | • Formed | • Prepared | • Served |
| • Created | • Identified | • Produced | • Set-up |
| • Cultivated | • Implemented | • Published | • Sold |
| • Delivered | • Improved | • Recorded | • Supervised |
| • Developed | • Increased | • Reported | • Updated |
| • Directed | • Insured | • Researched | • Wrote |

Potential Key Words and Skills for Resume (To be used in phrases or with action verbs)

Skills

- 3D Animation
- Advertising
- Box Office
- Branding
- Budget Development
- Camera Shading
- Casting
- Chorography
- Client Relations
- Cross Promotion
- Color Correction
- Composing
- Contract Negotiation
- Consumer Behavior Analysis
- Cost Analysis
- Costume Design
- Copywriting
- Design
- Directing
- Editing
- Event Coordination
- Filming
- Focus Groups
- Graphic Design
- Interviewing
- Lighting

- Licensing
- Market Analysis
- Marketing
- Marketing Plan Development
- Media Production
- Performing
- Presentation
- Press Releases
- Promotional Campaign
- Product Sales
- Reporting
- Roll Calls
- Script Development
- Set Design
- Special Fx
- Stage Management
- Story Board Development
- Story Development
- Strategic Planning
- Sound Board Operation
- Survey Development
- Talent Booking
- Target Market Research
- Trend Analysis
- Ticket Sales
- Video Editing
- Voice Over

Computer Skills

- Acrobat
- Adobe InDesign
- Adobe Photoshop
- Adobe Premiere
- After Effects
- Apple Final Cut
- CAD
- Dekocast
- Dreamsuite
- Dreamweaver
- Illustrator
- Internet Research
- Microsoft Access
- Microsoft Excel
- Microsoft FrontPage
- Microsoft Outlook
- Microsoft PowerPoint
- Microsoft Project
- Microsoft Publisher
- Microsoft Word
- Photoshop
- PowerDirector
- Pro Series
- Quark
- SPSS
- Unlead VideoStudio

Attributes

- Adaptable
- Approachable
- Articulate
- Assertive
- Confident
- Committed
- Competitive
- Creative
- Customer Centered
- Dependable
- Detail Oriented
- Driven
- Enthusiastic
- Ethical
- Flexible
- Meticulous
- Motivated
- Organized
- Outgoing
- Persuasive
- Proactive
- Professional
- Reliable
- Resourceful
- Tactful
- Zealous

Jobs and Internships (the best place to look for a job is by visiting the website of a potential employer)

Movie, TV, and Radio Stations/ Studios (many companies own smaller companies and/or own several forms of media. The name listed may not be what you know they company as, so be sure to visit all the websites for full details about which companies they own, i.e. Disney owns ESPN.)

Air1– Positive Alternative	http://www.air1.com/ministry/jobs/
BMI Music	http://www.bmi.com/jobs/#1a
CBS 2/ KCAL 9	http://cbs2.com/jobs
CBS Radio	http://jobsearch.cbsradio.careers.monster.com/
Clear Channel	http://www.clearcareers.com/
Corporation for Public Broadcasting	http://www.cpb.org/jobline/
Desert Radio Group	http://www.937kclb.com/files/drgonlinepositions.pdf
Discovery Communications Inc.	http://secured.kenexa.com/discoveryv4/newhr/default.asp
Disney	http://corporate.disney.go.com/careers/index.html
DreamWorks Animation SKG	http://www.dreamworksanimation.com/dwa/opencms/careers/careers_overview/
Entravision	http://www.entravision.com/Template.cfm?page=employment
Fox 11	http://www.myfoxla.com/myfox/pages/InsideFox/Careers?pagelid=5.8
Fox Entertainment Group	http://www.foxcareers.com/jobsearch.asp
JJAZZ 88.1	http://www.jazzandblues.org/about/
Journal Broadcast Group	http://jobs.journalbroadcastgroup.com/
KCAL Rocks	http://www.kcalfm.com/jobs.asp
KCET (PBS)	http://www.kcet.org/about/hr/index.php
KCXX- X103.9 Alternative Rock	http://www.x1039.com/info/work_here.shtml
KDOC– TV	http://www.kdoctv.net/employment.htm
KFRG Country	http://www.kfrog.com/pages/119796.php
KHIZ TV	http://www.khiztv.com/getinvolved/
KLKX– 935 The Quake Rock	http://www.935thequake.com/jobs.asp
KMRJ– Rock Alternative	http://www.m995.com/ (click on jobs located in the top middle of the page)
Kola 99.9- 60's and 70's	http://imakolanut.com/eo.shtml
KSGN– Family Friendly	http://www.ksgn.com/jobs.asp
Lifetime TV	http://www.lifetime.com/about/jobs.html
Mandalay Pictures	http://www.mandalay.com (click on each division for internship link)
Metro Goldwyn Mayer (MGM)	http://www.mgm.com/employment.php#
MTV Network	https://jobhuntweb.viacom.com/jobhunt/main/jobhome.asp
National Public Radio (NPR)	http://www.npr.org/about/jobs/index.html
NBC Universal	http://www.nbcunicareers.com/
Newstalk 1470	http://www.intheav.com/community/browse/jobs+and+careers
Outfest	http://www.outfest.org/employment.html
Paramount Pictures	http://www.paramount.com/paramount.php (click on the studio and then on jobs)
Southern California Public Radio	http://www.scpr.org/about/jobs.html
Spanish Broadcasting System	http://www.spanishbroadcasting.com/jobs.shtml
Time Warner	http://www.timewarner.com/corp/careers/index.html
Univision	http://www.univision.com/portal.jhtml (click on jobs located at bottom of page)
UPN13	http://www.upn13.com/jobs.htm (click on jobs located at top of page)
V100	http://www.v100music.com/Article.asp?id=285372

Concert Halls, Performing Arts Centers, Theater Companies, Dinner Theatre Establishments, Dance Studios, and Dance Companies

Alex Theatre	http://alextheatre.org/employment.html
American Youth Symphony	http://aysymphony.org/the_orchestra/auditions.html
Anaheim Ballet	http://www.anaheimballet.org/joinourfamily.html
A Noise Within	http://www.anoisewithin.org/opportunities.shtml
Ballet Pacifica	http://www.balletpacific.org/aboutus/jobs.php
Boston Court	http://www.bostoncourt.com/inv_jobs.htm
Butterworth Dance Company	http://www.butterdance.org/ (click on about and then on auditions)
Candle Light Pavilion	http://www.candlelightpavilion.com/asp/Site/Employment/Opportunities/index.asp
Center Theatre Group	http://www.taperahmanson.com/about/employment/index.aspx
Cornerstone Theater Company	http://www.cornerstonetheater.org/how_mainpage.html#Work%20for%20us
Desert Actors Network	http://www.desertactorsnetwork.com/auditions.htm
Djanbazian Dance Company	http://www.djanbaziandance.com/company/auditions.html
Donna Sternberg & Dancers	http://www.dsdancers.com/pages/contact.htm#auditions
East West Players	http://eastwestplayers.org/opportunities.htm
Ford Amphitheatre	http://fordamphitheatre.org/en/info/employment.asp
Keshet Chain Dance Ensemble	http://www.keshetchaim.org/contact.htm
Killer Entertainment	http://www.killerentertainment.com/auditions.htm
Kodack Theatre	http://www.kodaktheatre.com/employment.htm
LA Opera	http://www.losangelesopera.com/company/job.htm
Los Angeles Ballet	http://www.losangelesballet.org/html/employment_info.htm
Los Angeles Philharmonic Association	http://www.laphil.com/jobs/
Medieval Times	http://www.medievaltimes.com/careers.htm
Namah Ensemble	http://www.namah.net/contactus.html
Orange County Performing Arts Center	http://www.ocpac.org/about/Jobs.asp
Pasadena Playhouse	http://pasadenaplayhouse.org/employment.htm
Pasadena Symphony	http://pasadenasympphony.org/ (click on about us and then on jobs)
South Coast Repertory	http://www.scr.org/aboutSCR/jobs.html
The Actors Gang	http://www.theactorsgang.com/ (click on about us and then on jobs)
The Blank	http://theblank.com/internships.htm
The Old Globe– San Diego	http://oldglobe.org/join/job_opportunities.html

Event and Convention Centers

AEG Companies	http://aegworldwide.teamworkonline.com/teamwork/jobs/default.cfm
Coors Amphitheatre	http://hob.com/venues/concerts/coors/jobs.asp
Cox Arena	http://hob.com/venues/concerts/cox/jobs.asp
Long Beach Convention Center	http://www.longbeachcc.com/employ.htm
Los Angeles Convention Center	http://www.lacclink.com/general_employment.htm
Ontario Convention and Visitors Bureau	http://www.ontariocc.com/ocvb/about_us/jobs.html
San Diego Convention Center	http://www.visitsandiego.com/job/employment.cfm

Sports Teams, Scouting Agencies, and Sports Marketing Companies

66ers	http://ie66ers.com/stadium/employment/
American Hockey League	http://theahl.teamworkonline.com/teamwork/jobs/default.cfm
Arena Football League	http://arenafootball.teamworkonline.com/teamwork/jobs/default.cfm
ATP/ WTA Tour	http://protennisjobs.teamworkonline.com/teamwork/jobs/default.cfm
ECHL	http://echl.teamworkonline.com/teamwork/jobs/default.cfm
ISC Motorsports	http://iscmotorsports.teamworkonline.com/teamwork/jobs/default.cfm
Major Indoor Soccer League	http://misl.teamworkonline.com/teamwork/jobs/default.cfm
Major League Soccer	http://mls.teamworkonline.com/teamwork/jobs/default.cfm
National Basketball Association	http://nbateamjobs.teamworkonline.com/teamwork/jobs/default.cfm
National Football League	http://footballjobs.teamworkonline.com/teamwork/jobs/default.cfm
National Hockey League	http://hockeyjobs.nhl.com/teamwork/jobs/default.cfm
SFX Sports Group	http://www.sfxsports.com/contact.php

Museums, Cultural Centers, and Galleries (does not include museums operated by government. Check city and county websites for job/ intern listings)

Ace Gallery	http://www.acegallery.net/humanresources.php
Armory Center for the Arts	http://www.armoryarts.org/employment/employment.html
Autry National Center	http://www.autrynationalcenter.org/fellowships.php
Bowers Museum	http://www.bowers.org/about_us/about_employment.asp
Buenaventura Art Association	http://www.buenaventuragallery.org/employment.html
California Heritage Museum	http://www.californiaheritagemuseum.org/volunteer.php
California Museum of Photography at UCR	http://www.cmp.ucr.edu/ (click on information, get involved, internships)
Japanese American National Museum	http://www.janm.org/about/jobs/
Laguna Art Museum	http://www.lagunaartmuseum.org/job.html
Long Beach Museum of Art	http://www.lbma.org/employment/index.htm
Muckenthaler Cultural Center	http://www.muckenthaler.org/index.php?/weblog/sub/C6/
Museum of Contemporary Art Los Angeles	http://www.moca.org/museum/us_jobs.php?
Museum of Contemporary Art San Diego	http://www.mcasd.org/information/jobs.asp
Museum of Latin American Art	http://www.molaa.org/employment.htm
Museum of Photographic Arts	http://www.mopa.org/pages/infopages/employe.asp
Natural History Museum	http://www.nhm.org/jobs/
Orange County Museum of Art	http://www.ocma.net/index.html?page=internships
Pacific Asia Museum	http://www.pacificasiamuseum.org/calendar/employ.htm
Pasadena Museum of California Art	http://www.pmcaonline.org/employment.html
Riverside Metropolitan Museum	http://www.riversideca.gov/museum/about-join.asp
San Bernardino County Museum	http://www.co.san-bernardino.ca.us/museum/volunteer/voluntee.htm
San Diego Museum of Art	http://www.sdmart.org/info-jobs.html
Skirball Cultural Center	http://www.skirball.org/index.php?s=jobs
The Getty	http://www.getty.edu/about/opportunities/jobs.html

Advertising, Animation, Graphic Design, Marketing, and Public Relation Companies

Brilliant Horizons	http://www.brillianthorizons.com/
Brotherton	http://www.brotherton.com/pages/careers.html
Burson-Marsteller	http://www.burson-marsteller.com/pages/hr
Dailey & Associates	http://www.daileyads.com/index2.htm
Edelman	https://www.edelman.com/careers/want_to_join_us/career_opportunities/secure/index.asp
Haley Miranda Group	http://www.haleymiranda.com/info/jobs.html
Graphtek	http://www.graphtek.com/page16.html
Johnson and Murphy Advertising, LLC	http://www.jmadv.com/company/careers
Laer Pearce & Associates	http://www.laer.com/ (click on jobs, left side)
Levine Communications Office	http://www.lcoonline.com/ (click on employment at bottom of page in the middle)
McCann Erickson	http://search5.smartsearchonline.com/mccann/jobs/adhocjobsearch.asp
Micheli Associates	http://micheliassociates.com/HTML/careers.html
Momentum	http://www.momentumww.com/careers/marketing_careers.aspx
Murphy O'Brien Innovative Public Relations	http://www.murphyobrien.com/careers/
O'Leary and Partners	http://www.olearyandpartners.com/career.html
Porter Novelli	http://www.porternovelli.com/site/MainPage.aspx?pgName=careers
R&M	http://www.rmideas.com/career.htm
Reed Business Information	http://www.reedbusiness.apply2jobs.com/index.cfm?fuseaction=mExternal.searchJobs
Studio ThreeSixty	http://www.studiothreesixty.com/careers.html
The Rogers Group	http://www.rogerspr.com/careers.html
Uber Advertising	http://www.uberadv.com/employment.html
Weber Shandwick	http://www.webershandwick.com/careers/index.cfm

Book, Magazine, and Newspaper Publishers

Academic Learning Company	http://www.academiclearningcompany.com/careers.asp
Antelope Valley Press	http://www.avpress.com/vp/jobs.hts
Dow Jones	http://www.dj.com/Careers/Careers.htm
Gannett Company	http://www.gannett.com/career/
Harcourt	http://www.harcourt.com/HRJobs/index.html
Freedom Communications	http://www.freedom.com/jobs.asp
Los Angeles Newspaper Group Organization	http://www.langnews.com/lang-careers.shtml
McGraw Hill	http://mcgraw-hill.com/careers/who.shtml
National Geographic	http://sh.webhire.com/Public/521/
Reader's Digest	http://www.rd.com/careers/?lid=20041
Tribune Company	http://www.careerbuilder.com/csh/search.aspx?csh=cshtribune

Production, Props, Set Design, and Special FX Companies

Animal Makers	http://www.animalmakers.com/contact_HumanResources.php
Antomorphex	http://www.anatomorphex.com/employment.html
Cinnabar	http://www.cinnabar.com/cinnabar1/our_company/our_company_index.html
GMT Studios	http://www.gmtstudios.com/home.htm (click on jobs located at the bottom)
Morningstar Productions, LLC	http://www.msmp.com/ (click on employment located at the top of the page)
Stan Winston Studios	http://www.stanwinstonstudio.com/home.html (click on FAQ)
Scenario Design	http://www.scenariodesign.com/company.php?page_id=5

Theme Parks, Arcades, Miniature Golf Courses , Water Parks, and Family Entertainment Center

Boomers Palm Springs	http://www.boomersparks.com/park/palmsprings/employment.html
Boomers Upland	http://www.boomersparks.com/park/upland/employment.html
Castle Park	http://www.castlepark.com/contact.html
Dave and Busters	http://www.daveandbusters.com/Careers/
Disneyland	http://corporate.disney.go.com/careers/index.html
Fiesta Village	http://www.fiestavillage.com/jobs.html
Gameworks	http://www.gameworks.com/jobs.php
Fun Factory	http://www.funfactorygames.com/humanresources.asp
Knotts Berry Farm/ Soak City	http://www.knotts.com/jobs/index.asp
Legoland	http://www.legoland.com/business/jobs.htm
Los Angeles Zoo and Botanical Gardens	http://www.lazoo.org/jobs.html
Pacific Park	http://www.pacpark.com/pdf/currentOpenings.pdf
Pharaohs Lost Kingdom	http://www.pharaohslostkingdom.com/ (enter site, click on jobs on top right)
Pole Position	http://www.racep2r.com/employment.html
Putting Edge	http://www.putting-edge.com/contact.php
Raging Waters	http://www.ragingwaters.com/jobs/
San Diego Zoo/ Wild Animal Park	http://www.sandiegozoo.org/CF/jobs/jobSearch.cfm
Santa Anna Zoo	http://santaanazoo.org/7vis.htm
Sea World	http://www.becjobs.com/Scripts/Index.aspx
Six Flags Magic Mountain/ Hurricane Harbor	http://www.sixflags.com/magicMountain/jobs/index.aspx
Speed Zone	http://www.speedzone.com/losangeles/employ.html
Universal Studios Hollywood	http://themaparks.universalstudios.com/hollywood/website/jobs.html
Wild Rivers	http://www.wildrivers.com/

Casinos and Card Clubs

Agua Caliente	http://www.hotwatercasino.com/ (enter site, click on employment at bottom of page)
Augustine Casino	http://www.augustinecasino.com/employment.html
Barona Casino	http://www.barona.com/ (click on About Us and then Employment)
Bicycle Casino	http://www.thebike.com/contact_us/job_opportunities/index.php
Casino Pauma	http://www.casinopauma.com/employment.php
Commerce Casino	http://www.commercescasino.com/employment.aspx
Fantasy Springs	http://www.fantasyspringsresort.com/employ/employ.html
Golden Acorn Casino	http://www.goldenacorncasino.com/employment.aspx
Harrah's Casino Hotels	https://www.harrahs.com/harrahs-corporate/careers-home.html
Hawaiian Gardens Casino	http://www.hawaiiangardenscasino.net/employment.html
Morongo Casino, Resort, & Spa	http://morongocasinosort.com/employment.cfm
Normandie Casino	http://www.normandiecasino.com/ (click on careers at bottom of page)
Ocean's 11 Casino	http://www.oceans11.com/New%20Site%20Employment.htm
Pala Casino	http://www.palacasino.com/employment/
San Manuel Indian Bingo and Casino	http://www.sanmanuel-nsn.gov/employment.php
Soboba Casino	http://www.soboba.net/employment.htm
Spotlight 29	http://www.spotlight29.com/employment.html
Sycuan Casino	http://www.sycuancasino.com/sycuan_casino/employment_listings.html
Valley View Casino	http://www.valleyviewcasino.com/AboutUs/jobopenings.aspx
Viejas Casino	http://www.viejas.com/html/aboutus/employment.cfm

Portrait Studios and Photography Companies

JC Penny Portrait Studios	http://www.jcpportraits.com/html/employment.shtml
Olan Mills Portrait Studios	http://www.careerbuilder.com/csh/search.aspx?csh=csholanmills&cachebypass=\$y
Sears Portrait Studios	http://www.searsportrait.com/cpi/en-US/global/careers/
Wal-Mart Portrait Studios	http://www.careerbuilder.com/csh/Results.aspx?kw=&us=all&ct=&lc=CA&jt=&hn=&csh=cshpcai

Job/Volunteer Search Engines (do not use these searches and resume posting sites as **only** means of job searching. Some sites may charge a fee to access job information, the Career Center does not endorse any of these sites and this is only a resources list. Use these sites at your own digression.)

Book Jobs	http://www.bookjobs.com
Editor and Publisher Jobs	http://www.editorandpublisherjobs.com/jobs/ep/index.jsp
EntertainmentCareers.net	http://www.entertainmentcareers.net/
EntertainmentJobs.com	http://www.entertainmentjobs.com/
Hands On Inland Empire	http://www.handsoninlandempire.com
Hcareers	http://www.hospitalityjobs.hcareers.com/seeker/search/advanced
Idealist	http://www.idealist.org
ihirepublishing	http://www.ihirepublishing.com
Journalism Jobs	http://www.journalismjobs.com
Magazine Publishers of America	http://jobs.magazine.org/
Monstertrak (Jobs and Internships for CSUSB students and grads)	http://career.csusb.edu/jobsearchlogin.htm
Media Bistro	http://www.mediabistro.com/
ShowbizJobs.com	http://www.showbizjobs.com/dsp_jobsearch.cfm
Talent Zoo	http://www.talentzoo.com/
TeamWork Online	http://www.teamworkonline.com/
Variety Careers	http://movies.go.com/variety/careers
Volunteer Center of Riverside	http://www.vcrivco.org/
Volunteer Match	http://www.volunteermatch.org/

Clubs and Organizations

 (websites may also have info on careers, job searching, interviewing, resumes, etc.)

American Marketing Association @ CSUSB	http://www.cbpa.csusb.edu/student_organizations.htm
American Music Association	http://www.americanmusic.org
Coyote Music Society @ CSUSB	http://studentleashership.csusb.edu/Club%20Pages/club_cms.htm
Coyote Radio @ CSUSB	http://radio.csusb.edu
Glass Club @ CSUSB	http://studentleashership.csusb.edu/Club%20Pages/club_gc.htm
Motion Picture Association of America	http://www.mpa.org
National Association of Artists' Organization	http://www.naa.org
National Communication Association @ CSUSB	http://communication.csusb.edu/lpe.html
Players of the Pear Garden @ CSUSB	http://studentleashership.csusb.edu/Club%20Pages/club_ppg.htm
Promotion Marketing Association	http://www.pmalink.org/
Public Relations Student Society of America @ CSUSB	http://studentleashership.csusb.edu/Club%20Pages/club_prssa.htm
Southern California Broadcasters Association	http://www.scba.com/Article.asp?id=177803&spid=7873
Teatro Universitario en Espanol @ CSUSB	http://studentleashership.csusb.edu/Club%20Pages/club_tue.htm
The Art Club @ CSUSB	http://studentleashership.csusb.edu/Club%20Pages/club_ac.htm
University Dance Company @ CSUSB	http://www.universitydancecompany.com