
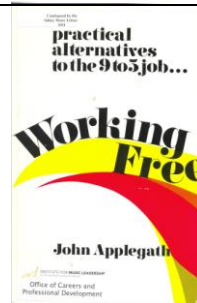
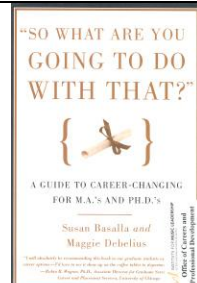
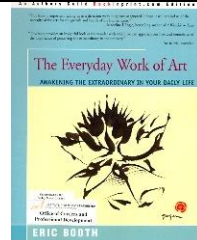

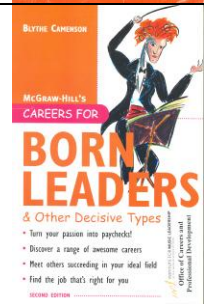
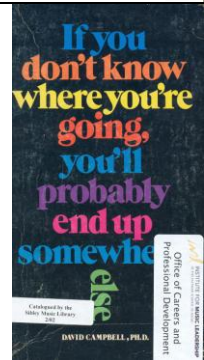
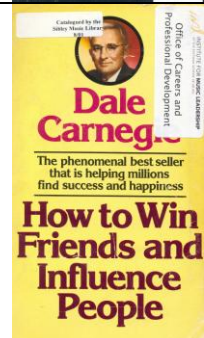
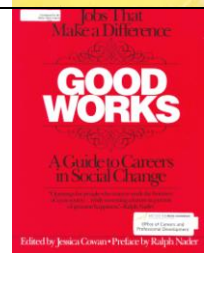


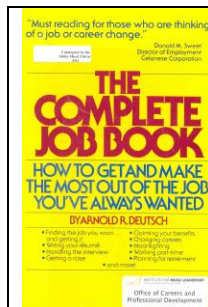
REFERENCE LIBRARY

Career Planning

Finding a career you love and how to get a job in your field.

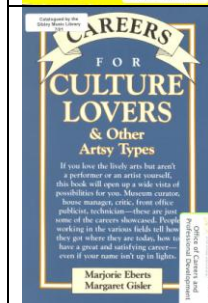
	<p>Alboher, Marci. <u>One Person/ Multiple Careers: A new model for work/life success.</u> New York: Warner Business Books, 2007.</p> <p><i>This book shows how to be a “slash” by balancing multiple careers without feeling overworked, preparing a resume, bio, or Website to best present varied talents, and negotiating a customized work arrangement with employers.</i></p>
	<p>Applegath, John. <u>Working Free. Practical Alternatives to the 9 to 5 Job.</u> New York: AMACOM, 1982.</p> <p><i>This handbook discusses non-traditional employment: the risks and problems, rewards, money, time management, security. This book will be of interest to musicians who have little hope of finding traditional full-time employment.</i></p>
	<p>Basalla, Susan and Maggie Debelius. <u>So What Are You Going to do With That? A Guide to Career-Changing for M.S's and PH.D's.</u> New York: Farrar, Straus and Giroux, 2001.</p> <p><i>Guide for recent post-grads on life beyond the university. Includes valuable information on how to market yourself, alternative career choices, writing a resumé, interviewing techniques, and more.</i></p>
	<p>Booth, Eric. <u>The Everyday Work of Art.</u> Lincoln, Nebraska: iUniverse.com, Inc., 2001.</p> <p><i>A book which work towards a unique and powerful redefinition of art. This is more than the "nouns" of art that fill museums and concert halls. This is the art in which all people engage in bits and pieces throughout the day whenever we use the same "verbs" of art that artists use. The Everyday Work of Art illuminates the artistry we all practice, and it enables us to reclaim the fun and satisfaction that is already happening unnoticed right under our noses.</i></p> <p>*This book is in the Music in Life section*</p>

	<p>Buskirk, Richard H. <u>Your Career: How to Plan It, Manage It, Change It.</u> New York: Cahners Books, Inc., 1976.</p> <p><i>This book is concerned with “one’s total efforts at earning a living.” Although many of the examples are quite dated, this book does an effective job of painting the entire career picture.</i></p>
	<p>Camenson, Blythe. <u>Careers For Born Leaders & Other Decisive Types.</u> New York: McGraw-Hill, 2005.</p> <p><i>Career ideas for people who like to be in charge</i></p>
	<p>Campbell, David. <u>If you don’t know where you’re going, you’ll probably end up somewhere else.</u> Niles, Illinois: Argus Communications, 1974.</p> <p><i>This self-help book sets personal growth and creating opportunities as its goals.</i></p>
	<p>Carnegie, Dale. <u>How to Win Friends and Influence People.</u> New York: Pocket Books, 1964.</p> <p><i>This book is the original self-improvement book. Its purpose is for the reader to increase his/her skill in human relation, specifically, to increase popularity and influence, and to learn to be a more effective business associate and leader.</i></p>
	<p>Cowan, Jessica, ed. <u>Good Works: A Guide to Careers in Social Change.</u> New York: Barricade Books, 1991.</p> <p><i>This book is a useful resource for people interesting in finding work in the field of “social change.” A large section provides a directory of organizations involved in social change (e.g., Habitat for Humanity, National Coalition for the Homeless, etc.).</i></p>



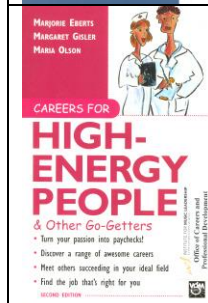
Deutsch, Arnold R. **The Complete Job Book (How to get and make the most out of the job you've always wanted)**. New York: Cornerstone Library, 1980.

Most of this book focuses on information for those who already have a job. An interesting chapter on "Crisis Time" for new college graduates may be helpful for some readers.



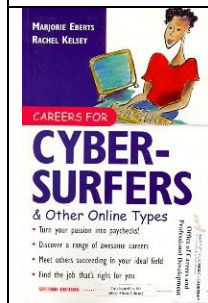
Eberts, Marjorie and Margaret Gisler. **Careers for Culture Lovers and Other Artsy Types**. Lincolnwood, Illinois: VGM Career Horizons, 1995.

This book explores dozens of behind-the-scenes jobs in art, music, dance, and theater.



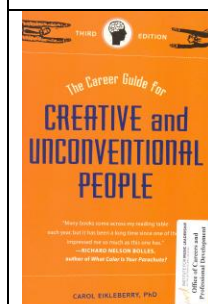
Eberts, Marjorie, Margaret Gisler and Maria Olson. **Careers for High-Energy People & Other Go-Getters**. New York: VGM Career Books, 2005.

Career guide for people who can't seem to rest! Includes a section on the entertainment business.



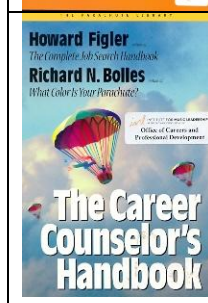
Eberts, Marjorie and Kelsey, Rachel. **Careers for Cyber-Surfers**. New York, New York: McGraw-Hill Companies, Inc., 2004.

- *The latest information on training and education*
- *Tips on transforming hobbies into job skills*
- *Stories of success from each field*
- *Expert advice on finding and getting the job*
- *Advice on competing in hot job markets*



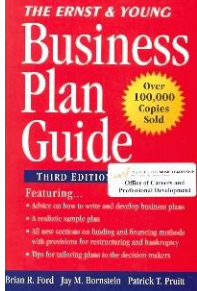
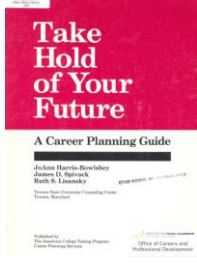

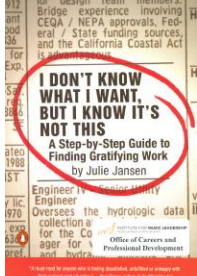
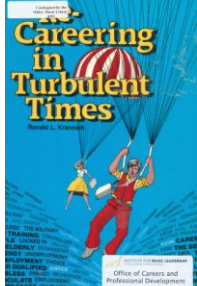

Eikleberry, Carol. **The Career Guide for Creative and Unconventional People**. Toronto: Ten Speed Press, 2007.

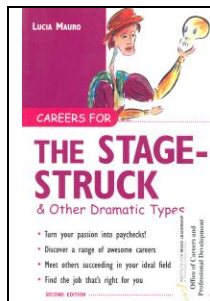
Career guide for those who want to create their own path in life. Similar to the book "What Color is Your Parachute?"



Figler, Howard and Bolles, Richard N. **The Career Counselor's Handbook**. Berkley, California: Ten Speed Press, 1999.

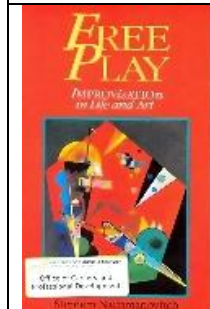
A one-stop resource for counselors looking to break into the business, be more efficient, or simply get a recharge of inspiration and ideas. From practical matters to ethical concerns, Figler and Bolles provide all the professional tools, problem-solving tips, and soul-searching wisdom a counselor needs to ensure a successful and satisfying practice.

	<p>Ford, Brian, Jay Bornstein, and Patrick Pruitt. <u>The Ernst & Young Business Plan Guide</u>. New Jersey: John Wiley & Sons, Inc., 2007.</p> <p><i>Guide on how to research, write, and present a business plan.</i></p>
	<p>Harris-Bowlsbey, JoAnn, James D. Spivack and Ruth S. Lisansky. <u>Take Hold of Your Future: A Career Planning Guide</u>. Towson, Maryland: American College Testing Program, Career Planning Services, 1982</p> <p><i>This book is geared mostly to people who need to choose a career or make a career change.</i></p>
	<p>Heschong, Naomi Harris. <u>Get the Job You Want: Seven Sure and Simple Steps to Success</u>. Woodbury, New York: Barron's Educational Series, Inc., 1978.</p> <p><i>This book is a work manual that follows a set of lessons that can be used as a tool to help someone get a first job, or for someone who has been out of the job-market and seeks to re-enter. Résumé and cover letter chapters are dated.</i></p>
	<p>Jansen, Julie. <u>I Don't Know What I Want But I Know It's Not This: A Step-by-Step Guide to Finding Gratifying Work</u>. New York: Penguin Books, 2003.</p> <p><i>Guide for people looking to change jobs or careers. Some good chapters on self-assessment.</i></p>
	<p>Krannich, Ronald L. <u>Re-Careering in Turbulent Times: Skills and Strategies for Success in Today's Job Market</u>. Manassas, Virginia: Impact Publications, 1983.</p> <p><i>This book contains some helpful information on getting organized for a job search, communication skills, developing and targeting objectives, producing résumés and letters, and interviewing.</i></p>
	<p>Krannich, Ronald L. and William J. Banis. <u>Moving Out of Education: The Educator's Guide to Career Management and Change</u>. Chesapeake, Virginia: Progressive Concepts Incorporated, 1981.</p> <p><i>Although dated in its job outlook and growth projections, this book is a thought-provoking read for people interested in becoming a teacher, or (especially) for those who are interested in getting out of teaching. The more useful part of this book deals with alternatives to teaching, including a large section on government careers.</i></p>



Mauro, Lucia. **Careers for the Stage-Struck & Other Dramatic Types.** New York: VGM Career Books, 2004.

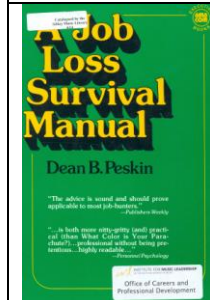
This book is a career overview for those who want to work in theater.



Nachmanovitch, Stephen. **Free Play.** New York, New York: Penguin Putnam Inc., 1990.

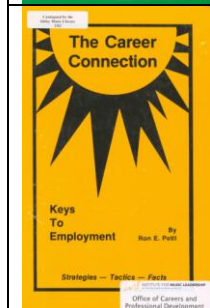
Directed toward people in any field who want to contact, honor, and strengthen their own creative powers. It integrates material from a wide variety of sources among the arts, sciences, and spiritual traditions of humanity. Filled with unusual quotes, amusing and illuminating anecdotes, and original metaphors, it reveals how inspiration arises within us, how that inspiration may be blocked, derailed or obscured by certain unavoidable facts of life, and how finally it can be liberated - how we can be liberated - to speak or sing, write or paint, dance or play, with our own authentic voice.

This book is now in the Music in Life section



Peskin, Dean B. **A Job Loss Survival Manual.** New York: AMACOM, 1979.

The most valuable aspect of this book is how to handle losing a job—financially and emotionally. It also contains chapters on writing résumés and cover letters, interviewing, evaluating, career alternatives.



Petit, Ron E. **The Career Connection: Keys to Employment.** Harrisonburg, Virginia: Professional Development Services, 1981.

The chapter on “35 Dangerous Assumptions” offers interesting reading.