

Career Resource Guide: Public Administration

Quick and easy online resources to help you explore career options in public administration, including government agencies and non-profit organizations

Research careers and industries

Locate resources that provide career profiles, insider interviews, industry overviews, company profiles, salary ranges, recruiting info and tips for landing a job in the public administration, government, and non-profit fields

GGUCareers.Com

GGU Careers.com is the online link between students, employers and alumni. View job postings, events, and more. Located on GGUCareers.com is CareerBeam, a new virtual career center with industry and organization databases, resources and self-assessment tools.

Go to www.ggucareers.com and log in with your username and password. First time users will need to register for both GGUCareers.com and CareerBeam.

- **CareerBeam**
Industry Database: Industry Profile:
E-Library: Occupational Info or Industry Info
- **Vault Career Guides & Profiles**
Capitol Hill Careers
Vault Guide to the top Government and Non-profit Employers
NonProfit Industry Overview
- **Web Resources**
- **University Library Research Guide: Industry Information**
www.ggu.edu/university_library/
Click 'Research Guide'; 'Industry Research'
- **USAJobs InfoNet**
<http://www.usajobs.gov/infocenter/>
- **O*NET: Occupational Information Network**
<http://online.onetcenter.org>
Keyword: *Social and Community Service Managers*
- **Career One Stop**
www.CareerInfoNet.org
Keyword: *Social and Community Service Managers*

Network

Connect with professionals in public administration to build relationships, explore careers and find job leads

Professional Associations

Attend local chapter meetings, consider presenting on a topic, and volunteer on a committee or at events

- **American Society for Public Administration** www.aspanet.org
- **Association for Public Policy Analysis and Management** www.appam.org/home.asp
- **International City/County Management Association** www.icma.org

Additional Online Tools

Find tools and resources that can help you identify other avenues for networking

- **CareerBeam: Organization Database**
Advanced search: Keyword
Keyword examples: company contacts, student organizations, languages, university alumni www.ggucareers.com
- **GGU LinkedIn Group**
Advanced Search: by keyword, industry, interests, location, etc.

To join, go to www.ggucareers.com
Current member, go to www.linkedin.com

Search for jobs

Discover government and non-profit job opportunities and employers

- **GGUCareers.com**
www.ggucareers.com
Job board for employers seeking GGU students and alumni for jobs and internships
- **PublicServiceCareers.org**
www.publicservicecareers.org
Professional jobs in the public sector, including government, non-profits, NGO's, consulting, contracting, and academia.
- **Action without Borders**
www.idealists.org
Non-profit jobsite
- **USA Jobs**
www.usajobs.gov
Official job site for the US Federal government
- **Opportunity Knocks**
www.opportunityknocks.org
Jobs that "change the world."

Find the right company and the right salary

Learn about government and non-profit employers and salaries

Company Research

- **University Library Research Guide: Company Information**
www.ggu.edu/university_library/
Click 'Research Guide'; 'Company Information'
- **CareerBeam: Organization Database**
www.ggucareers.com

Salary Research

- **Salary.com**
www.salary.com
- **Indeed.com**
www.indeed.com/salary
- **Payscale.com**
www.payscale.com
- **CareerBeam**
www.ggucareers.com
E-Library: Salary

Keep current

Gain the competitive edge during your interviews by being informed about the field of public administration

GGUCareers.com

- **CareerBeam:** Industry Database: government, non-profit

Web Resources

- **The Non-Profit Times**
www.nptimes.org
- **Non-Profit Online News**
http://news.gilbert.org/
- **GovSpot**
www.govspot.com

On GGU Library Online

Available to students or at any GGU site by visiting http://www.ggu.edu/university_library/find/find_databases/by_subject#K

- **Public administration journals**
"American Review of Public Administration", "Public Performance & Management Review", "The Public Manager", "Journal of Policy Analysis and Management" and "Administration & Society"
- **Library guide to public administration research**
http://www.ggu.edu/university_library/research_assistance/research_assistance_research_guides/public_administration
- **GGU Library journal title list**
Locate online or print journals such as "Public Administration Quarterly" at GGU's library by visiting:
www.ggu.edu/university_library/find/find_journals_by_title

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University Library

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www.ggu.edu/university_library