



HISTORY

Bachelor of Arts: History

Bachelor of Arts: History with Paralegal Studies

Minor: History

History is the study of past human experience. Working with written, oral, visual information and artifacts, history majors examine the causes, context and chronologies of major social, political, cultural, and economic events to understand how human experiences have changed over time.

The Bachelor of Arts degree at KU is designed to prepare students for entrance into graduate programs or careers in law, government, museum work, and historical preservation. Business and industry commonly employ history graduates because of their advanced writing, analytic, and research skills. Employers recommend one or more internships to be successful and competitive when entering the field.

Career types associated with History

(Is this a good fit for you? Are you a...)

- Enterprising - "Leader"
- Social - "Helper"
- Realistic - "Doer"

Related skills, values, and qualities

- Strong oral and written communication skills
- Proficiency in reading comprehension, writing and speaking
- Ability to identify and evaluate records of past events, ideas, and facts
- Ability to conduct and explain historical research
- Ability to collect and organize important historical data
- Ability to make critical observations, solve problems, and make appropriate decisions
- Proficiency for accuracy and detail

Courses History majors typically enjoy

- Anthropology
- Civics/Government
- History
- Modern/Foreign Languages
- Social Studies
- Sociology
- Geography

Common interests of History majors

- Visiting libraries and museums
- Participating in historical preservation efforts or reenactments
- Traveling
- Participating in activities that involve research
- Collecting relics and artifacts
- Working part-time or volunteering in a museum, antique shop or other historical site
- Reading history-related publications
- Viewing historical dramas or documentaries

For more information about the major

Contact the History Department, 115 Lytle, 610-683-4385, or visit www.kutztown.edu/History

KU Majors related to History

Anthropology, Political Science, English-Professional Writing, Geography

FOUR STEPS TO SUCCESS

EXPLORE

DISCOVER

EXPERIENCE

IMPLEMENT

1ST YEAR

2ND YEAR

3RD YEAR

4TH YEAR

- Enroll in the Career Exploration Certificate.
- Attend info sessions to learn about career development and personal branding.
- Take a career assessment to identify and confirm interests.
- Get involved in campus clubs and organizations.
- Develop basic workplace skills through jobs or volunteer work.
- Talk with professors, family, and friends about career ideas.
- Conduct informational interviews with professionals working in fields of interest.
- Develop a relationship with your professors and faculty advisor.

- Meet with CDC career coach.
- Attend info sessions to learn about resume writing, and externships.
- Confirm your choice of major and consider options for double major or minor.
- Research careers of interest.
- Complete a job shadowing (externship) experience.
- Seek meaningful employment or volunteer work in a field related to your major.
- Explore options for undergraduate research and study abroad.
- Write a resume and have it reviewed by the CDC.
- Manage your online presence.

- Enroll in the Career Success Certificate.
- Complete an internship and/or undergraduate research.
- Attend info sessions about internships, interviewing, job search strategies, and grad school.
- Build a LinkedIn profile and continue to monitor your online presence.
- Complete a mock interview.
- Build skills through research projects, part-time employment, and volunteer work.
- Participate in employment panels, site visits & networking events.
- Attend internship & job fairs.
- Take on a leadership role in a student organization or work.
- Consider graduate school options and prepare for

- Attend your Senior Kick-off and other info sessions to prepare for job search/grad school.
- Update your resume and LinkedIn profile.
- Create cover letter drafts.
- Gain experience through internships and/or undergraduate research.
- Secure references for job/grad school applications.
- Create your “30 second” commercial/elevator pitch.
- Meet with CDC to develop job search strategies.
- Research employers.
- Network with professionals through events and social media.
- Join a professional organization in your discipline.
- Attend the senior etiquette luncheon or dinner.
- Participate in job fairs and on-campus interviewing.

Sample Career Titles

History majors can be found working in a wide variety of career fields. Here are just some career titles that may be of interest. Please note that some jobs may require further education and training.
To learn more about these careers, visit <http://online.onetcenter.org> or www.bls.gov/oco.

- Anthropologist
- Archeologist
- Archivist
- Biographer
- Clergy
- Community Relations Director
- Congressional Aide
- Consumer Advocate
- Counselor
- Criminologist
- Demographer
- Economist
- Editor
- FBI/CIA Agent
- Foreign News Correspondent
- Foreign Service Officer
- Genealogist
- Government Official
- Historian

- Historic Preservation Specialist
- Historic Site Tour Guide
- Historical Society Staff Member
- Human Service Worker
- Insurance Agent/Broker
- Intelligence Analyst
- International Relations Specialist
- Journalist
- Judge
- Lawyer
- Lecturer
- Legal Assistant/Paralegal Librarian
- Lobbyist
- Market Research Analyst
- Media Consultant
- Museum Curator
- Museum Technicians & Specialist
- News Reporter
- Paralegal Assistant

- Park Ranger
- Peace Corps/Vista Worker
- Political Scientist
- Psychologist
- Public Administrator
- Public Relations Specialist
- Research Assistant
- Research Library Assistant
- Sociologist
- Teacher, Social Studies
- Technical Writer
- Travel Agent
- Urban Administrator
- Writer/Author

Common Internship Sites and Employers

History majors often find internships and employment in the following fields/industries.

- Business & Industry
- Communications Media
- Courts and Law Offices
- Educational Institutions
- Historical Societies and Archives
- Libraries/Magazines/Newspapers
- Military and Para-Military Groups
- Non-Profit Organizations
- Research Foundations
- State/Federal Government



Handshake is the primary online resource
for preparing and connecting students and alumni with employers.
www.kutztown.edu/handshake

Useful Websites for History Majors

Whether you are researching related career fields, applying for internships or jobs, or planning to join a professional association, these websites are for you!

Industry/Employment Information

Careers in Government
www.careersingovernment.com

Center for History and New Media
<http://chnm.gmu.edu>

Government Jobs
www.governmentjobs.com

H-Net Job Guide
www.h-net.org/jobs/home.php

History Job Search Resources
www.pmc.edu/history-job-search-resources

Law Student Center
www.hg.org/students.html

Museum Employment Resource Center
www.museum-employment.com

USA Jobs
www.usajobs.gov

Archives Gig
<https://archivesgig.com>

PA Museums.org
<https://pamuseums.org>

Professional Associations

American Association of Museums
www.aam-us.org

American Assoc. for State & Local History
www.aaslh.org

American Historical Association
www.historians.org

National Council for History Education
www.nche.net

National Council on Public History
<http://www.ncph.org>

National Federation of Paralegal Associations
www.paralegals.org

Oral History Association
www.oralhistory.org

Organization of American Historians
www.oah.org

Society for Historians of American Foreign Relations
www.shafr.org

Pennsylvania Historical & Museum Commission
www.phmc.pa.gov

U.S. Naval Institute
www.usni.org

Related Area Employers

Allentown Art Museum
Brandywine River Museum of Art
Berks History Center
County District Attorney's Office
Cumberland County Historical Society
Historic Bethlehem Museums & Sites
Kutztown Area Historical Society
Lancaster History
Landis Valley Farm and Village Museum
Mullaney Law Offices
PA Heritage Foundation
Pennsbury Manor
Pennsylvania German Cultural Heritage Center
The Washington Center
Valley Forge National Park

Building Your Resume for a Career in History

Building a strong resume for your career field starts long before you ever start your job search.

Employers want to hire graduates who not only have the necessary educational background
but also have experi-

Henry History

hhist000@live.kutztown.edu, www.linkedin.com/in/henry, 555-555-5555

PROFILE

Interested in working for Pennsylvania Historical and Museum Commission.

QUALIFICATIONS

- Experience working with artifacts
- Fluent in Spanish, Italian and English
- Strong oral and written communication skills
- Ability to work independently and as a cooperative team member

EDUCATION

B.A. Kutztown University of Pennsylvania

Kutztown, PA

Dec 20xx

Major: History

Minor: International Studies

GPA: 3.61

Dean's List

Fall 20xx, Fall 20xx, Spring 20xx

University of Florence

Florence, Italy

Study Abroad: 9 credits completed

June 20xx

INTERNSHIP & EXTERNSHIP EXPERIENCE

Pennsylvania Historical and Museum Commission

Harrisburg, PA

Summer 20xx

Keystone Intern

- Participated in local archeological excavations
 - Aided in research based on Native American culture with a focus on the Lenape & Seneca tribes
 - Organized and entered artifactual data into State Museum Catalog System
- Student Extern
- Witnessed an archeological excavation at Friendship Hill
 - Observed process of cleaning and preserving artifacts

Sept 20xx

VOLUNTEER EXPERIENCE

Misgill House Museum

Easton, PA

Volunteer Tour Guide

Summers 20xx-20xx

- Provided tours for guests and answered historical inquiries

- Assisted Northampton County Historical & Genealogical Society with museum maintenance

CAMPUS INVOLVEMENT

President, Kutztown University History Club

Spring 20xx-Present

- Coordinate speaker events and field trips to promote an understanding of history and historical process
- Facilitate bi-weekly club meetings
- Organize and execute on-campus fundraisers and information sessions

Member

Fall 20xx-Present

Volunteer, Special Olympics

Spring 20xx, Spring 20xx

Recipient, Career Success Certificate, Kutztown University Career Development Center

Spring 20xx

Recipient, Career Exploration Certificate, Kutztown University Career Development Center

Fall 20xx

WORK EXPERIENCE

Admissions Office, Kutztown University

Kutztown, PA

University Tour Guide

Fall 20xx-Present

- Provide information regarding University history and services
- Promote University and field guest questions
- Communicate effectively with large and diverse student groups

Learn more about your field and develop the necessary skills for employment by gaining hands-on experience through internships.

Utilize summer breaks to acquire valuable experience via volunteer or employment opportunities related to your major.

Develop professionally through campus involvement and professional memberships. This illustrates responsibility, leadership abilities and time management skills.