

# HISTORY

## What can I do with this major?

### AREAS

### EMPLOYERS

### STRATEGIES

#### LOCAL AND STATE GOVERNMENT

Public Policy  
Regional Planning  
City or Town Management  
Legislative, Executive, or Judicial Services  
Program Administration  
General Services  
Community Affairs  
Social Services  
Law Enforcement

Counties  
Cities  
Municipalities  
Townships  
Municipal archives  
Libraries  
Museums, parks, and historic sites  
Arts and humanities councils  
School districts  
Departments of state government  
Legislative agencies  
Court systems

Conduct research that could be useful to your community. Get involved in civic organizations and events and seek leadership roles.  
Employment opportunities in local government tend to follow population trends in terms of growth and decline. Check statistics on growing communities to find the most opportunities. Be prepared to relocate.  
Develop a network of contacts through referrals and informational interviews.  
Complete an internship in a government agency.  
Participate in local or national election campaigns.  
Research government application processes and learn how to best represent yourself as an applicant.

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#### FEDERAL GOVERNMENT

Public Policy  
Research  
Intelligence  
Foreign Service  
Law Enforcement  
General Services  
Legislative, Executive, or Judicial Services  
Program Administration

There are over 170 federal departments and agencies including:  
The Smithsonian Institute  
National Archives and Records  
Library of Congress  
National Park Service  
Federal Bureau of Investigation  
Central Intelligence Agency

Do extensive research in order to find the area that best fits your interests.

Take courses or minor in applicable interest area(s).  
Seek leadership roles in relevant campus organizations such as model United Nations, student government, and cross-cultural groups.  
Write for campus publications focused on national and international affairs.  
Complete a thesis to demonstrate research and writing skills, as well as the ability to think critically and analytically.  
Maintain an excellent undergraduate academic record and consider earning a graduate degree.  
Participate in national campaigns.  
Develop skills in computers, statistics, and data analysis.  
Acquire foreign language competency and travel experience for international positions.  
Complete an internship with the federal government.  
Familiarize self with the government application process. Utilize applicable websites and seek assistance from your college career center.

## AREAS

## EMPLOYERS

## STRATEGIES

### POLITICS

Elected or Appointed Leadership  
Campaign Management  
Staff Administration  
Special Interest Advocacy  
Political Advising  
Lobbying

Legislative, executive, or judicial officials  
National, state, or local government  
Political action committees  
Political parties  
Campaigns: national, state, or local  
Industrial, educational, and public interest groups  
Lobbying organizations  
Large business firms

Volunteer to work with public interest groups, political campaigns, political associations, or community service projects.  
Be prepared to begin a political career as a volunteer before moving to paid positions.  
Many elected public officials begin careers in other fields (law, medicine, business) before campaigning for office.  
Gain experience and make contacts through internships with government agencies or legislatures.  
Become involved in campus political groups, student government, or student publications.  
Seek leadership roles or elected positions.  
Take courses in statistics, public policy, or other specific interest areas.

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### LAW

*See also What Can I Do With This Major in Law?*

Prosecution  
Defense  
Contractual  
Corporate  
Nonprofit or Public Interest  
Government  
Mediation  
Other Specialties  
Law Assistance

Law firms  
Federal, state, and local government  
Private practice  
Corporations  
Special interest groups  
Universities and colleges  
Legal aid societies  
Nonprofit and public interest organizations, e.g.,  
    ACLU, NAACP Legal Defense Fund, Legal  
    Services Corporation  
Legal clinics  
Other private legal services

Plan on attending law school or a paralegal training school/program depending on area of interest.  
Develop strong research skills and attention to detail.  
Participate in debate or forensic team to hone communication skills.  
Choose courses or a minor to specialize in a particular area of law, e.g., a minor in business for a career in corporate law.  
Gain experience and build skills through part-time jobs, summer work, or internships in organizations related to your particular interests.  
Shadow an attorney to learn more about the field and various specialties.  
Get involved in pre-law and mock trial organizations.  
Volunteer with a public advocacy group.  
Seek training and experience with mediation and conflict resolution.  
Maintain a high grade point average and secure strong faculty recommendations. Prepare for the LSAT (Law School Admission Test).

## AREAS

## EMPLOYERS

## STRATEGIES

### **NONPROFIT**

Administration  
Management  
Public Relations  
Program Coordination  
Fund Raising/Development  
Grant Writing  
Writing/Editing  
Volunteer Coordination  
Community Education

History museums and historical sites  
Historical associations and societies  
Cultural heritage organizations  
Historical projects  
Research and service institutions  
Libraries  
Educational institutions  
Local and national nonprofit agencies  
Trade or professional associations  
Special interest groups  
Nonprofit organizations

Gain experience through extensive volunteering or by completing an internship; these experiences are critical to finding full-time positions.  
Supplement curriculum with courses in anthropology, sociology, art history, or foreign languages.  
Obtain leadership roles in relevant campus and community organizations.  
Develop strong communication and research skills.  
Gain an understanding of budgeting and fiscal management. Learn how to write grants.  
Demonstrate knowledge and experience in a specialty area, time period, or geographic locale.  
Research organizations' values to find a good fit with yours. It is critical that you are knowledgeable about and committed to the work you're going to do.  
Investigate term of service or service corps positions as a way to gain entry into the field.  
Consider earning a graduate degree for more job opportunities and advancement.

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## **CURATORIAL AND ARCHIVAL MANAGEMENT**

### **LIBRARY SCIENCE**

*See also What Can I Do With This Major in Information Science?*

Functions Include:

Acquisition  
Preservation  
Arrangement  
Cataloguing/Categorizing  
Exhibition/Installation  
Describing  
Analyzing  
Authenticating  
Maintaining Records  
Library Administration  
Research  
Education

Museums  
Historical homes  
Art galleries  
Libraries including:  
    College, university, professional schools  
    Public, central and branches  
    Public and private K-12 schools  
Special collections  
Historical societies  
Universities and colleges  
State and local government  
Federal government, particularly the National Archives and Records Administration  
Corporations  
Non-profit organizations  
Research institutions

Earn a graduate degree in museum studies, conservation, information science, or related area.  
Research prerequisites and take the necessary courses. The most competitive candidates may have more than one graduate degree.  
Acquire a strong background in technology.  
Obtain an internship in a related organization.  
Volunteer at campus or community museums or libraries.  
Get involved with relevant student organizations.  
Develop excellent written and oral communication skills, organizational skills, and an attention to detail.  
Learn about grant writing, budgeting, and legal issues surrounding historical artifacts.  
Attend professional conferences, seminars, and trainings.  
Earn the "Certified Archivist" designation.  
Most curators specialize in a material or objects.

## AREAS

## EMPLOYERS

## STRATEGIES

### EDUCATION

Primary and Secondary:

- Teaching
- Administration
- Library Services

Higher Education:

- Teaching
- Research
- Information/Library Services
- Administration
- Student Support Services
- Admissions
- Financial Aid
- Advising
- Development
- Student Affairs
- Alumni Affairs

Community Education

- K-12 schools, public and private
- Boards of education
- Four-year colleges and universities
- Two-year and community colleges
- Technical schools
- Medical and professional schools
- Museums
- Historical sites
- Arboretums, gardens, and conservatories
- Camps
- National and state parks

- Complete a teacher preparation program to teach in the public school system.
- Obtain teaching certificate/license for desired subject area and/or grade level. Requirements for certification/licensure vary by state. Seek multiple certifications to increase employability.
- Private schools may not require certification or licensure but may prefer candidates with graduate degrees in subject areas.
- Seek experience with youth through summer jobs at camps, churches, or other community organizations.
- Develop excellent presentation and communication skills.
- Become skilled in the use of multimedia.
- Learn how to develop curriculum and workshops.
- Volunteer or intern in an organization of interest.
- A doctoral degree is required to teach and research at four-year institutions or to enter the highest levels of university administration. A master's or Ph.D. degree is required to teach at two-year schools.
- Earn a master's degree in student personnel, student development, counseling, or library/information sciences for student affairs, higher education administration, and librarian positions.
- Maintain a high grade point average and secure strong faculty recommendations.
- Gain related experience on campus through student leadership opportunities such as Peer Mentors, Resident Assistants, or Orientation Leaders.
- For community education, become an expert in a particular subject and build a local reputation.

**AREAS**

**EMPLOYERS**

**STRATEGIES**

**BUSINESS**

Sales  
Management  
Office Administration  
Human Resources  
Training and Development  
Public Relations  
Writing/Editing

Product and service organizations  
Retail stores  
Hotels  
Restaurants  
Wholesalers  
Manufacturers  
Banks and financial institutions  
Insurance companies  
Real estate agencies  
Consulting firms  
Other business corporations

Earn a minor in business.  
Develop excellent communication skills.  
Gain experience in an area of interest through internships or other employment.  
Obtain leadership roles in campus or community organizations.  
Demonstrate excellent interpersonal skills and a high energy level.  
Hone computer skills and learn software packages including databases, spreadsheets, and presentations.  
Be prepared to start in entry level positions, such as management trainee programs.  
Consider earning an MBA to advance into higher levels of business management, consulting, research, and brand management.

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**MEDIA**

Editing  
Reporting  
Circulation  
Sales  
Publishing  
Electronic Media  
Public Relations  
News Programming

Newspapers: national, local, or trade  
News departments of local, public, and commercial radio and television stations  
Wire services  
Magazines and journals  
Internet sites  
National, state, or regional radio networks  
Independent radio syndications  
Textbook or commercial publishing houses

Complete a double major or minor in journalism or broadcasting/electronic media.  
Obtain an internship or work experience with a newspaper, magazine, radio station, or television station.  
Join the college newspaper, yearbook, or other publication staff.  
Become proficient in desktop publishing and photography.  
Learn HTML and other computer programs to prepare for online work.  
Develop excellent verbal and written communication skills through communications courses or other writing intensive coursework.  
Join professional associations as a student member.  
Create a portfolio of published writing samples.  
Develop a professional network and become aware of various social medias.

### **GENERAL INFORMATION**

- A major in history provides a broad, liberal arts education. Develop a career goal, and then obtain the skills, experiences, and education necessary to enter that field.
- An undergraduate degree in history is good preparation for graduate study in history, as well as other areas such as, law, public administration, or business. Research the prerequisites for the degree of interest and tailor program of study to meet curricular requirements.
- Part-time and summer jobs, internships, and volunteer positions are critical to gaining the experience and skills that employers seek.
- Obtain leadership roles in school or community organizations. Get involved in student government, mock trial, debate team, or Model United Nations.
- Excellent verbal and written communication skills are imperative for most careers related to history, politics, or government.
- Prepare to develop a specialty area including both academic training and work experience for history related careers. Develop patience, persistence, and drive to obtain history related jobs.
- Gain experience in fundraising and grant writing techniques. Nonprofit and educational organizations are often funded in this manner.
- Conduct informational interviews to learn about careers of interest and develop a network contacts.
- Research websites and books that address various job opportunities, hiring processes, and pay structure.