

JOBS & VOLUNTEER OPPORTUNITIES
LIBRARY MATERIALS AVAILABLE IN CLAMS

This is a selection of materials available at the Oak Bluffs Public Library, or through the CLAMS network that are related to the topic of Local History. Please speak to a staff member if you have trouble finding or requesting an item listed below or if you are looking for a different item.

TITLE	AUTHOR	CALL #	<u>AVAIL.@O.B.</u>
Encore: finding work that matters in the second half of life	Marc Freedman	650.14 FRE	Yes
The Ferguson guide to resumes and job hunting skills	Maurene J. Hinds	REF 650.1 HIN	Yes (in-library)
Encyclopedia of Careers and Vocational Guidance	Ferguson Publications	REF 331.702 ENC	Yes
Step-by-step resumes : build an outstanding resume in 10 easy steps	Evelyn U. Salvador	650.14 SAL	Yes
Cover letters that knock 'em dead	Martin Yate	650.14 YATE	Yes
202 ways to supplement your retirement income	James Stephenson	332.02 STE	Yes
Nailing the job interview: prepare and get hired	The Freeway Guides	Downloadable Audio Book	Yes
Knock 'em dead 2009 : the ultimate job search guide	Martin Yate	650.1 YAT	Coming Soon!
Expert resumes for baby boomers	Wendy S. Enelow	650.14 ENE	Yes
The 250 job interview questions you'll most likely be asked... And the answers that will get you hired!	Peter Verucki	CD Spoken 650.14 VER	Yes
Best answers to 202 job interview questions : expert tips to ace the interview and get the job offer	Daniel Porot and Frances Bolles Haynes	650.14 POR	Yes
What color is your parachute?	Richard Nelson Bolles	650.14 BOL	Yes
Career Comeback: 8 steps to getting back on your feet...	Bradley G. Richardson	650.14 RIC	Yes
Highly effective networking : meet the right people and get	Orville Pierson	650.14 PIE	Coming Soon!

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a great job			
Networking for job search and career success	L. Michelle Tullier	HF 5382 .T85 2004	CLAMS
The Renaissance soul : life design for people with too many passions to pick just one	Margaret Lobenstine	650.1 LOB	CLAMS
150 best jobs for a better world	Laurence Shatkin	331.702 SHA	Yes
Volunteer vacations : short-term adventures that will benefit you and others	Bill McMillon, Doug Cutchins, & Anne Geissinger	910.2 MCM	Yes
Giving: how each of us can change the world	Bill Clinton	171 CLI	Yes
The board member's book: making a difference in voluntary organizations	Brian O'Connell	REF 361.7 OCO	Yes
Building powerful community organizations :	Michael Jacoby Brown	361.BRO	CLAMS
365 ways to change the world : how to make a difference--one day at a time	Michael Norton	303.48 NOR	CLAMS
The senior volunteer : where and how retired Americans can give back	Charles C. Sharpe	302.14 SHA	CLAMS
Reinventing aging : baby boomers and civic engagement	Center for Health Communication, Harvard School of Public Health	305.26 REI	CLAMS
The back door guide to short-term job adventures :	Michael Landes	650.14 LAN	CLAMS
By the people : a history of Americans as volunteers	Susan J. Ellis and Katherine H. Campbell	302.14 ELL	CLAMS
Prime time : how baby boomers will revolutionize retirement and transform America	Marc Freedman	306.38 FRE	CLAMS