

# What to do with a major/certificate/degree in... Literature, Language, Writing

## JCCC Contact Information

Counseling Staff  
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## Certificates/Degrees Available at JCCC

Transfer Program

### Description of Major

Program offered through KU's Dept of English. Geared for students who've already earned an associate's degree or equivalent hours & are looking to complete the last two years for a bachelor's degree. Professional writing courses are included.

### Job Titles\*

Account Administrator	Electronic Publishing Specialist
Account Executive	Employee Relations Specialist
Administrative Assistant	Engineering Planner
Advertising Account Executive	English Instructor
Advertising Copywriter	Filmmaker
Advertising Research Specialist	Financial Consultant
Advertising Sales Representative	Freelance Reporter
Circulation Manager	Graphic Designer
Claims Analyst	Hotel Manager
Claims Examiner	Human Resource Specialist
Claims Representative	Indexer
Closing Representative	Industrial Designer
Communications Specialist	Interpreter/Translator
Computer Specialist	Journalist
Consultant	Librarian
Copy Editor	Literary Agent
Copywriter	Management Consultant
Correspondent	Marketing Representative
Counselor	Media Director
Creative Writer	Medical/Dental Assistant
Critic	Museum Coordinator
Customer Service Representative	News Anchor
Editor	Office Administrator
Editorial Assistant	Outpatient Therapist
	Paralegal
	Photographer

Probation Officer  
Product Specialist  
Psychologist  
Press Secretary  
Public Relations Specialist  
Quality Engineer  
Recreation Administrator  
Research Analyst  
Restaurant Manager  
Retail Manager  
Sales Representative  
Social Worker  
Speech Pathologist

Spokesperson  
Stockbroker  
Syndicated Columnist  
Systems Analyst  
Tax Consultant  
Teacher  
Technical Writer  
Transportation Specialist  
Underwriter  
Urban Planner  
Writer

*\*Careers mentioned above are a sample of job titles. Some careers may require additional education or training.*

### **Personal Characteristics to be Successful**

Analytical  
Creative  
Curious  
Dedicated  
Enthusiastic  
Experimental  
Humorous  
Intelligent  
Imaginative

Logical  
Original  
Perceptive  
Persuasive  
Self-motivated  
Tactful  
Tenacious  
Tolerant

### **Workplace Skills**

Analyze complex ideas  
Compose  
Comprehend written materials  
Cooperate with a work team  
Create portfolio of writing/ideas showing originality and imagination  
Deal with the public  
Debate  
Decorate/design  
Gather information  
Guide/train  
Influence and persuade others

Lead discussions  
Make effective speeches and presentations  
Organize time effectively  
Perform  
Persuade others to accept your ideas  
Plan and organize  
Teach  
Size up an audience  
Think independently  
Word processing and editing skills  
Work independently  
Write effectively

## **Professional Organizations**

American Society of Magazine Editors  
[www.asme.magazine.org](http://www.asme.magazine.org)

Modern Language Association  
[www.mla.org](http://www.mla.org)

National Council of Teachers of English  
[www.ncte.org](http://www.ncte.org)

## **Advanced Degrees in the Major?**

No

### Sources:

Placement Manuals Online (visited September 2003):  
<http://www.placementmanual.com/jobsearch/jobsearch-20.html>

Rutgers University, Career Services website (visited September 2003):  
<http://careerservices.rutgers.edu/whattodo2.htm>

Princeton University, Career Services website (visited September 2003):  
[http://web.princeton.edu/sites/career/Undergrad/Start/majors/ComparativeLit\\_careers.html](http://web.princeton.edu/sites/career/Undergrad/Start/majors/ComparativeLit_careers.html)

University of North Carolina-Asheville, Career Center website  
(visited September 2003): <http://www.unca.edu/career/majors.html>

Southwest Minnesota State University, Career Services website (visited September 2003):  
[http://www.southweststate.edu/career\\_services/cs\\_view.cfm?id=51](http://www.southweststate.edu/career_services/cs_view.cfm?id=51)