

Wolf Work is an online employment database available to NSU students and alumni. Candidates may search and apply for employment opportunities including part-time local jobs, professional internships, and full-time post-graduate employment opportunities related to NSU fields of study. Employers may self-post and manage positions available on the Wolf Work site or Career Services staff may assist with this process.

Access Wolf Work by navigating to <https://northern-csm.symplicity.com/> or by clicking on the link from the NSU Career Services website: <http://www.northern.edu/campus-life/career-services>.

Creating an Account:

- ✓ New Users
 - a. Click “Employer Sign Up” and complete the registration form. After completing the form, you will receive an email to verify your email address. Career Services reviews registrants each business day to ensure legitimacy of employers. After reviewing, registrants will receive an email to set your password.
- ✓ Existing Users
 - a. Enter your username (email) and password to login.

Employers may:

- ✓ Update an Employer Profile to provide general organization information to candidates including a group logo, mission, values, culture, and goals.
- ✓ Create OR Update Job Positions available to NSU students and alumni. All postings are reviewed by NSU Career Services staff each business day.
- ✓ Collect Applications Online OR instruct students to submit their resumes directly to your website or email. Indicate the preferred collection method for applications in the job postings details.
- ✓ Schedule On-Campus Interviews
Please contact NSU Career Services directly to schedule an interview date.

Unless otherwise indicated, postings will expire after 30-days. If you would like a position to be open longer, be sure to adjust the job expiration date in the posting form.

NSU Career Services will approve the following position types:

- ✓ Local, part-time or seasonal employment opportunities
- ✓ Professional internships related to NSU fields of study
- ✓ Full-time post-graduate opportunities related to NSU fields of study.

For questions or further assistance, please contact NSU Career Services at 605-626-2371 or careerservices@northern.edu.

Wolf Work is powered by Symplicity CSM. If your organization currently has a Symplicity One-Stop site, please add NSU to your preferred list of schools!