

Four-Year Career Plan

Career preparation is a vital part of the college experience.

Every student should have an idea of where they should be in their personal development.

<p>Freshman Year</p> <ul style="list-style-type: none"><input type="checkbox"/> Access your Handshake account and update your profile.<input type="checkbox"/> Meet with a career advisor to learn about self-assessment tools to identify individual career related interests, skills and needs.<input type="checkbox"/> Select a variety of courses that allow you to experience what you most enjoy studying.<input type="checkbox"/> Identify majors that correspond to the career related information you uncover and make use of the resource “What can I do with this major?”<input type="checkbox"/> Utilize Handshake to find part-time work that allows you to gain work experience relevant to an area that interests you.<input type="checkbox"/> Become part of a student organization and volunteer in the community.<input type="checkbox"/> Start building a LinkedIn profile.<input type="checkbox"/> Create a resume and come to Career & Professional Development for resume drop-in hours for feedback from a career advisor.<input type="checkbox"/> Attend the career fair, start networking early!	<p>Sophomore Year</p> <ul style="list-style-type: none"><input type="checkbox"/> Check in with your career advisor a minimum of once a semester to discuss changes and progress toward your career goal.<input type="checkbox"/> Perform informational interviews with faculty in your department as well as professionals in the field you have chosen to pursue.<input type="checkbox"/> RSVP to Career & Professional Development events in Handshake that will provide you with information about the world of work and help you become more prepared for your future career.<input type="checkbox"/> Update your LinkedIn profile and your resume with newly acquired skills and experiences.<input type="checkbox"/> Become involved in student or professional organizations related to your field.<input type="checkbox"/> Research possible internship opportunities.<input type="checkbox"/> Continue building your network!
<p>Junior Year</p> <ul style="list-style-type: none"><input type="checkbox"/> Continue to check in with your career advisor a minimum of once a semester to discuss changes and progress toward your career goal.<input type="checkbox"/> Participate in career fairs, mock interviews, Dining with Professionals, and other workshops.<input type="checkbox"/> Continue to update your resume and LinkedIn profile.<input type="checkbox"/> Identify five contacts that will be able to write recommendations for you.<input type="checkbox"/> Secure an internship in your field.<input type="checkbox"/> If you are thinking of attending graduate school, research schools and request application materials to plan your next step, including graduate exams.<input type="checkbox"/> Network, network and network some more.	<p>Senior Year</p> <ul style="list-style-type: none"><input type="checkbox"/> Take advantage of every event offered by Career & Professional Development to perfect your job search, interviewing and employability skills.<input type="checkbox"/> Schedule an appointment with your career advisor to go over your final resume, LinkedIn profile, cover letter, etc.<input type="checkbox"/> Identify employment opportunities through the resources on Handshake.<input type="checkbox"/> Alert contacts in your network to remind them you are in the process of seeking a job.<input type="checkbox"/> Apply, apply and apply for more jobs, keeping record of your progress, and remember to follow up on your applications.<input type="checkbox"/> Complete your process for applying to graduate school.