

Developing a Four Year Career Plan

	Freshman Explore & Decide:	Sophomore Prepare & Initiate:	Junior Build & Progress:	Senior Apply & Transition:
<u>Academics</u> Academic advisor Faculty mentors	-Options: majors, minors, licensure, certification -Meet with academic advisor re: eligibility and requirements -Establish strong GPA	-Complete prerequisites, core courses -Meet with advisor to plan internship, study abroad, research, etc. -Monitor GPA	-Meet with advisor for degree audit -Intern, study abroad. -Identify faculty mentor -Research graduate schools and prep for entrance exams	-Lighten course load -Final check w/advisor - Continue research, internship -Apply to grad school -Consult w/ faculty mentor
<u>Activities</u> Campus Community Employment Volunteer	-Join organizations that support your interests -Work or volunteer	-Actively participate in relevant activities -Quality not quantity -Plan for leadership role	-Mid-level leadership -Make a difference -Relevant employment -Network	-Be a leader! -Make a difference -Advanced activities & employment
<u>Career</u> Career Services Office	-Awareness of world of work: friends, family, what you read & watch -Ask, “What was needed to get that done?” -Write a future résumé as your action plan -Register w/ Career Services	-View job postings for requirements - Assess job market; trends, demand, salary -Attend job fairs for part-time, summer or volunteer opportunities -Review résumé & plan with career advisor	-Join a professional assoc. -Attend job fairs -Monitor public persona -Request references -Start professional wardrobe -Update master résumé -Meet w/ career advisor -Research job market	-Write target résumés. -Develop portfolio -Continue networking. -Attend workshops & job fairs -Research employers -Apply for jobs -Prepare & interview -Follow up & track job search
<u>Self</u>	-Identify interests, skills, abilities, values -Establish healthy relationships -What is your passion?	-Link with people who are positive/supportive -Develop good personal finance habits	-Engage in activities to further develop skills; technology, creativity, public speaking, helping, organization, etc. - Master time management skills	-Stay healthy! -Balance school, work, & job search -Prepare for transition to work/grad school; relocation, finances, relationships, etc.