

CAREER PLANNING: A FOUR-YEAR GUIDE

FRESHMAN YEAR: Increase Self Awareness

- Identify your interests, values and skills.
- Interview friends and family about the nature of their careers.
- Identify majors that relate to your skills and interests.
- Test your interests through courses, volunteer jobs, student activities and summer employment.
- Attend Career Development Programs, Alumni Panels and Department Events.

SOPHOMORE YEAR: Explore Career Alternatives

- Obtain information about occupations.
- Begin to identify what is important to you in a career.
- Target electives that will make you more employable.
- Attend meetings of student professional organizations. Seek leadership roles.
- Explore relevant work experiences such as internships and summer employment.
- Attend Career Development Programs, Alumni Panels and Department Events.

JUNIOR YEAR: Link Self-Awareness with Career Alternatives

- Relate your values, interests and skills to career fields.
- Interview people in areas that interest you about the nature of their careers.
- Develop working relationships with faculty and professionals.
- Learn about job search strategies.
- Continue increasing your skills through internships and other meaningful activities.
- Attend Career Development Programs, Alumni Panels and Department Events.

SENIOR YEAR: Career Implementation

- Register or update with Career Development by posting your resume at: Bears@Work
- Utilize Career Development to sharpen job search skills, learn about career fairs and take advantage of on-campus recruiting.
- Talk with professionals in your field about job search techniques and opportunities.
- Identify and expand your network.
- Attend Career Development Programs, Alumni Panels and Department Events.

ADVICE FOR NEW COLLEGE STUDENTS FROM EMPLOYERS

- Gain experience through internships and other work related to your field of study.
- Maintain a high GPA.
- Actively participate in campus organizations and co-curricular activities that are meaningful to you.
- Develop strong communication and computer skills.
- Monitor the job market to adapt to changes in demand for your discipline.

For additional information contact:
Career & Professional Development
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