



FOUR YEAR CAREER PLAN



GROWing Towards Career Success



YEAR 1 Get Started



YEAR 2 Reality Check



YEAR 3 Options Analysis



YEAR 4 Way Forward

☐ Career Services

Meet with Career Services to become acquainted with services offered and how to utilize resources available.

☐ Career Assessment

Complete **Focus2** assessments with Career Services to assess for your ideal career field and skills set.

☐ Career Development Events

Attend the **Majors Fair** and career services events to expand your career knowledge and gain career readiness skills.

☐ Get Involved on Campus

Practice working with others and expand your network by joining a student organization(s).

☐ On-Campus Employment

Apply for an on-campus job via **Handshake** to grow your employability skills.

☐ Community Service

Volunteer to gain service experience, as well as develop teamwork and interpersonal skills.

☐ Industry Research

Utilize **What Can I Do With This Major?** to explore career fields. Identify required skills and experience, and gain first-hand insights by job shadowing in your chosen industry.

☐ Networking

Begin building strong professional relationships with faculty/staff and employers for future connections and references.

☐ Research Day

Enhance your education experience and improve employability skills by participating in **Undergraduate Research Day**.

☐ Leadership Positions

Gain a leadership position on-campus to strengthen employability skills.

☐ Global Experience

Consider pursuing global experiences by taking a foreign language, participating in service learning, or studying/interning abroad experience.

☐ Informational Interviewing

Schedule informational interviews with potential employers and YHC Alumni in your career field for additional insight.

☐ Interview Skills

Schedule a mock interview with Career Services to learn about and prepare for the interview process.

☐ Graduate School

Determine what your preferred graduate school requires so you can ensure you are on target for admission and/or consideration for fellowship or assistantship opportunities.

☐ Mentoring

Find a mentor in your academic or professional life who can provide you with career related advice.

☐ Internship

Utilize **Handshake** and other resources to obtain internships relating to your career to expand your skill set and give you insight into your potential industry.

☐ Job Search

Meet with Career Services to discuss optimal job search strategies.

☐ Recruiter Connections

Actively seek out recruiter connections and attend all career fairs and recruiter/employer events.

☐ Professionalism

Make efforts to polish your professional image. Review/edit your social media, update your voicemail/email signature to reflect your professional status, obtain appropriate professional attire from **Luke's Career Closet** and ensure resume, cover letter and/or personal statements are reviewed by Career Services.

☐ Alumni

Actively seek to make professional connections with Alumni through **LinkedIn** or Alumni networking events.

☐ Professional Associations

Join and become involved in a professional organization in your field of interest.