

Four Year Plan For CAREER SUCCESS

Connect: Year 1

- Meet with your academic advisor to define a clear academic direction.
- Activate your Handshake account and begin creating a profile.
- Make an appointment with the Office of Career Development to start building your resume.
- Get involved on and off campus. Join a club or organization, volunteer, or get an on-campus job.

Explore: Year 2

- Connect with the Study Away Coordinator to learn about domestic and international possibilities.
- Make an appointment with the Office of Career Development to discuss internship opportunities.
- Take an active role in student organizations to develop your communication, teamwork, and leadership skills.
- Attend career related events or workshops and attend programs featuring guest speakers from fields that interest you.

Network: Year 3

- Update your resume with skills/leadership roles you have acquired; search for and apply to internships using Handshake.
- Organize all the professional contacts you have through family/friends as well as those contacts you've made in college (faculty, alumni, etc.)
- Make an appointment with the Office of Career Development for a mock interview to sharpen your interpersonal interview skills.
- Attend professional development workshops and seminars to practice networking; get to know alumni and network with professionals in your field.

Transition: Year 4

- Make an appointment with the Office of Career Development to update your resume, draft cover letters, and finalize your job search strategy.
- Attend employer events and job fairs (many are listed on Handshake) to speak directly with recruiters at companies that interest you.
- Join professional organizations to build contacts in your field and explore industry-specific career resources.
- Ask faculty and employers to write letters of reference for you.

Utilize Centenary Resources

- Once a Cyclone, ALWAYS a Cyclone! As an alum, you can always return to the Office of Career Development for resume updates and career advice, and to brush up on your interviewing skills.