

2 SECOND YEAR CAREER PLAN

YOUR STEP-BY-STEP GUIDE TO CAREER PLANNING SUCCESS

Now that you have begun your college experience, it's time to get the big picture for your future. What do you enjoy? What activities, part-time jobs, campus events or volunteer experiences do you like or dislike? What are your favorite classes? Your answers will help you chart your course.

CHOOSE A MAJOR

Thoughtfully choose a major, if you haven't already, or change the one you have if it isn't a good fit. Think about how your major will complement your interests, skills and career goals. Be confident about your decision.

- Take a career assessment. Go to careers.ucr.edu then click on the Career Planning Tab.
- Attend a *Choosing a Major* workshop.
- Explore UCR academic websites.
- Meet with your academic advisor.
- Make an appointment with a career counselor by calling 951-827-3631.

EXPLORE CAREERS

Explore your career options. Start by looking at who you are and what you like. What interests you? What skills come naturally to you? What issues tug at your heart? What topics intellectually stimulate you? What values do you hold? The answers will help you focus on related career options.

- Meet with a career counselor to help you connect with career ideas. Schedule an appointment by calling 951-827-3631.
- Take a career assessment such as the Focus 2, Strong Interest Inventory, Myers Briggs Type Indicator or Career Leader. Meet with a career counselor to choose one for your needs.
- Pick up a Career Center calendar and circle *Information Sessions*, *Career Fairs*, and *Job Discovery Series* events. Attend as many as you can to increase your exposure to different careers.
- Get involved in a student organization and/or volunteer for a cause that interests you.
- Conduct an informational interview with a professional in a career that interests you.

BUILD RESUME WRITING & INTERVIEWING SKILLS

As you get involved in meaningful activities and job opportunities on and off campus, you will need a resume and may interview for a position. Make sure your resume and interview skills are critiqued and ready. A polished resume will help you get an interview, and your interview skills will get you the job.

- Go to careers.ucr.edu and read about interviewing & resume writing under the Job Search Strategies tab.
- Have your resume critiqued – Visit the Career Center for a drop-in appointment, M-Th 10am-3pm & F 10am-12pm.
- Make a career counseling appointment for a resume critique or a mock interview critique.
- Use Resume Builder to start your first resume. Go to careers.ucr.edu and then click on the Create a Resume link.
- Attend a *Resume Writing* workshop.
- Attend an *Ace the Interview* workshop.
- Use the Mock Interview tool in your SCOTLink account.

GET A SUMMER INTERNSHIP OR JOB

Apply for internships and jobs to gain experience. These experiences will help you explore careers, obtain some of the skills that employers seek, and meet professionals in your industry of interest.

- Use these job & internship search databases in your SCOTLink account: SCOTjobs, NACE Link, Career Insider and Career Shift.
- Use LinkedIn online at [linkedin.com](https://www.linkedin.com) - create a profile, start networking & apply for internships.
- Attend these Career Center events: *The Nuts & Bolts of Internships*, *Now Hiring Interns*, *Former Interns Tell All*, *Employer Information Sessions* and *Career Fairs*, *Where Are the Jobs?*, *The Hidden Job Market & Part Time Job Search & Resume Writing*.
- Find additional job and intern listings, as well as opportunities abroad, on the Career Center website at careers.ucr.edu under the Student Jobs and Internships tab.
- Explore study abroad opportunities at studyabroad.ucr.edu.

CAREER PLAN SERIES

Map Your Career Plan For Success!

GOALS TO REACH *Career Success* FOR EACH YEAR OF COLLEGE

Get your checklist at the Career Center.



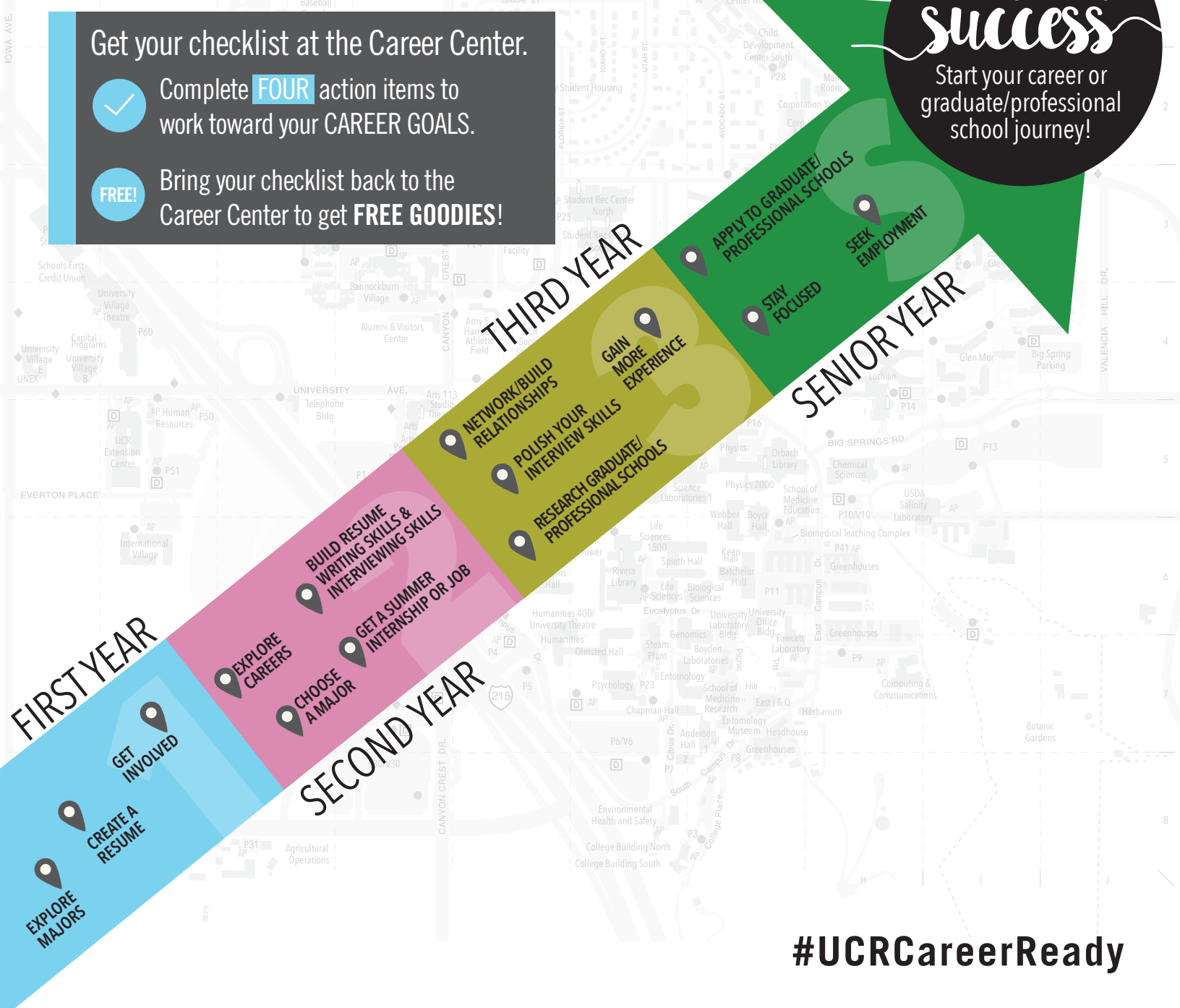
Complete **FOUR** action items to work toward your CAREER GOALS.



Bring your checklist back to the Career Center to get **FREE GOODIES!**

NEXT DESTINATION:
Success

Start your career or graduate/professional school journey!



#UCRCareerReady

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