

Junior Year Career Development Checklist (60-89 credit hours earned)

Goal Setting- Your third year of college should focus on setting goals to narrow your career direction and reinforce your skills while actively engaging with employers through increased networking activities and internships.

- Schedule a career coaching appointment with a career services staff member to talk through or develop your career action plan.
- Update your resume and LinkedIn profile to include your relevant experiences, leaderships roles and relevant projects.
- Participate in the Career Ready program (Career Boot Camp workshops, Practice Interview, attendance at a job fair and completion of an internship required) to focus professional activities and leverage professional relationships.
- Network at on and off campus events, information sessions, career fairs and career industry programs to further develop strong relationships for future employment. Be sure to keep a networking log either electronic or written.
- Research potential employers via career fairs, social media and company sites and decide which ones are most appealing to you.
- Seek leadership positions in your student organizations to further develop relevant skills. Join a professional association related to your industry to gain insight into career paths and professional environments.
- Purchase professional business attire.
- Consider options after graduation: career path or graduate school? If you are considering graduate school, attend the Graduate School workshop, identify possible schools and request admissions information. Keep a journal of your options and requirements either electronic or written.
- Search for jobs and internships through **LakerCareer Zone**