

PLANNING

RESILIENCE

ENGAGEMENT

PROFESSIONALISM

Early

- Determine career goals
- Write career plan
- Identify knowledge and skills for career path
- Establish career mentor(s) for shadowing

- Build network
- Form positive working relationships
- Engage in financial planning

- Establish career goals
- Update resume and maintain it on LinkedIn
- Read about career choices

- Attend career development seminars
- Develop, build and present a project
- Articulate professional, moral and ethical principles

Middle

- Review Program of Study for career path
- Seek interview opportunities
- Determine academic projects that link to career path
- Learn to use various communication delivery systems

- Note career changes and accomplishments
- Learn requirements for future positions
- Use learned knowledge and skills to gain promotions

- Work with mentor
- Chart career growth within marketplace opportunities
- Work with diverse groups toward a common goal
- Build and maintain networks in and beyond your area(s) of expertise

- Manage projects to completion, prioritize range of tasks, partner effectively and collaboratively
- Learn to manage up and across
- Abide by professional, moral and ethical principles

Late

- Obtain interviews
- Use headhunting services
- Attend graduate talent fair
- Update LinkedIn profile, skills and endorsements

- Participate in online activities to enhance career options
- Focus on collaboration and building capacity in being likable, flexible and offering goodwill

- Seek job interviews
- Maintain LinkedIn profile and resume
- Practice job interview skills
- Practice career story for interviews
- Work on concise language and clear communication
- Craft application letters

- Implement career plan
- Highlight accomplishments
- Practice career pitch, story for advancement
- Assess the effectiveness of your communication