

YEAR 1: EXPLORE

Complete your Handshake profile.

Complete personality and career path assessments to understand values, interests and strengths.

Connect with the Student Career Services Ambassadors.

Explore career interests through, volunteering campus activities, or part time employment.

Meet with Career Services, your faculty advisor, and others to create career development plans.

Explore the Wichita community.

YEAR 2: PREPARE

Meet with Career Services to develop career plans and prepare for the year.

Begin to develop your brand and professional image – resume, online presence and portfolio.

Expand your network. Join W/, BPA, RMA or other professional organizations and make connections on and off campus.

Gain experience through employment, internships, volunteer work or campus activities. Participate in a job shadowing program.

Explore the Friends University mentorship program.

International students learn about OPT/CPT requirements.

YEAR 3: EXPERIENCE

If planning on graduate school, meet with your faculty advisor or Career Services to begin preparation.

Continue to develop your professional image – resume, online presence and portfolio. Start building professional wardrobe.

Attend career fairs or other events. Prepare for interviews with Career Services or online.

Gain related experience through employment, internships, volunteer or campus work.

Connect with the Alumni office to assist with connections.

Gather letters of recommendation or references.

YEAR 4: TRANSITION

Meet with Career Services to map out job searching strategies.

Continue to develop your professional image – resume, online presence and portfolio.

Attend career fairs or other events. Prepare for interviews with Career Services or online.

Apply for positions and continue to gain knowledge and experience through coursework, certifications, internships or work.

Connect with Career Services on salary negotiations and post interview strategy.

Grad School? Start application process now.

Complete first destination survey.

YEAR 1: EXPLORE

Log into the Career Services Moodle shell and watch the tutorial video on Handshake then log into Handshake and complete profile to 100% . Explore Handshake site.

Meet with Career Services for 30 minutes to discuss career goals and ways to reach them.

Check out "What Can I Do With This Major, talk to career services, take a couple of assessments.

Spend a few afternoons volunteering somewhere, spend 2 hours per week with student activities and exploring Wichita.

Meet with a Career Services Ambassador.

Familiarize self with campus resources.

YEAR 2: PREPARE

Meet with Career Services for 30 minutes to discuss career plans for the year. Attend a Career Services event.

Create resume and cover letter rough drafts, email them to Career Services for revisions.

Create a LinkedIn profile, ask Career Services and use Handshake to help you find a mentor. Join networking group.

Work 10-15 hours/week on or off campus in something related to your major.

Connect with Career Services and use Handshake to find a summer internship or job shadowing experience.

International Students meet with Career Services and Multicultural Engagement office to learn about OPT/CPT.

YEAR 3: EXPERIENCE

Meet with Career Services to discuss career plans for the year and update your resume, LinkedIn profile from last year. Attend a Career Services Event.

Sign up and meet with a mentor through the Friends University Mentorship Program.

Do a mock interview with Career Services or practice on BigInterview.

Ask professors and/or supervisors to be references.

Attend a career fair on campus.

Apply for internships/ employment or sign up for job shadowing experience.

Attend a JC Penny Suit-Up Event.

YEAR 4: TRANSITION

Meet with Career Services to discuss career plans for the year and update your resume, LinkedIn profile from last year. Attend a Career Services Event.

Attend networking group events and connect with people in your desired industry.

Keep in touch with your references; update as needed.

Keep preparing for interviews with Career Services or on BigInterview.

Attend a career fair on campus.

Start applying for full time positions at the beginning of final semester.

Fill out first destination survey at the end of the year.