

THE FOUR YEAR PLAN: Steps to Take in Preparing for Your Career



YEAR	Freshman	Sophomore	Junior	Senior
GOAL	Begin Self Assessment	Occupation Exploration	Make decisions- to Narrow in on an occupation	Implement decision for results
ACTIVITIES	<p>IDENTIFY likes and dislikes through personality assessment</p> <p>ASSESS values, interests, skills, spiritual gifts</p> <p>GATHER information about majors</p> <p>ATTEND Career Services workshops</p> <p>VOLUNTEER doing activities that interest you.</p> <p>INTERVIEW PROFESSORS in majors that interest you</p> <p>EXPLORE academic interests by taking select courses</p> <p>CONSIDER summer job in a field of interest</p>	<p>GATHER information about occupations suggested by self assessment process</p> <p>TRACK things you like and dislike about occupations you research</p> <p>INTERVIEW and SHADOW with professionals in careers that interest you</p> <p>DECLARE an academic major</p> <p>JOIN departmental clubs and/or campus organizations</p> <p>DRAFT a resume</p> <p>LOCATE summer job in a field of interest</p>	<p>COMPARE assessment results with details from occupational exploration and find areas of highest overlap</p> <p>NARROW in on a couple occupations and weigh the pros and cons of each occupation</p> <p>ATTEND Career Services workshops and fairs</p> <p>UPDATE your resume</p> <p>INTERN or Volunteer in a field you are seriously considering</p> <p>CHOOSE an occupation to start Pursuing</p> <p>CONSIDER if you need to continue your education through Grad School</p> <p>LOCATE summer job that is connected to your occupation</p>	<p>DECIDE to pursue a job and/or grad school search</p> <p>ATTEND Career Services workshops and Job fairs</p> <p>TAKE GRE or other grad school entrance exam</p> <p>DETERMINE geographic scope of your search</p> <p>DEVELOP and implement effective search strategies</p> <p>FINALIZE and distribute your materials (a targeted resume or grad school applications)</p> <p>RESEARCH potential employers or Schools</p> <p>NETWORK with acquaintances, contacts, employers, etc.</p> <p>SHARPEN your interviewing skills!</p> <p>BE persistent!</p>
RESOURCES	<ul style="list-style-type: none"> • Career Services staff • Faculty in "First Class"-Interest profile/assessment tools • Upperclassmen • Career Resource Library <p>http://www.campbellsville.edu/career-services</p>	<ul style="list-style-type: none"> • Career Services staff • Academic Advisor/ Faculty • Career Services contacts • Career Resource Library <p>http://www.campbellsville.edu/career-services</p>	<ul style="list-style-type: none"> • Career Services staff • Academic Advisor • Career Services contacts • Alumni Network <p>http://www.campbellsville.edu/career-services</p>	<ul style="list-style-type: none"> • Career Services staff • Academic Advisor • Career Services contacts • Alumni Network <p>http://www.campbellsville.edu/career-services</p>