

# FALL 2024 OVERVIEW

## September

3	Campus Job & Research Opportunities for Graduate Students	Zoom	12 PM-1 PM	
3	Campus Job & Research Opportunities for Graduate Students	KU 222	4 PM-5 PM	
4	Fall 2024 On Campus Student Employment Job Fair	KU Ballroom	1 PM-3 PM	
4	Resume Review Day	KU Ballroom	1 PM-4 PM	
4	Your First College Resume	Science Center 114	4 PM-5 PM	*
8	JCPenney Suit Up	JCPenney Fairfield Commons	4 PM-7 PM	
9	Internship & Job Search Strategy	Science Center 114	4PM-5PM	*
11	Career Fair Preparation	Science Center 114	4 PM-5 PM	*
16	Fall 2024 Career and Internship Fair	UD RecPlex	1 PM-5 PM	
21	Work Experience During College: An Employer Perspective	KU East Ballroom	10 AM-11 AM	*
23	Interview Success	Science Center 114	4 PM-5 PM	*
25	Resumes Done Right	Science Center 114	4:30 PM-5:30 PM	*

## October

9	Evaluating Job Opportunities + Negotiating Pay (Featuring Indeed.com)	Science Center 114	4 PM- 5 PM	*
10	Navigate Your Career Search with Purpose with IGS Energy	KU Torch Lounge	4 PM- 5 PM	*
10	The Dayton-Based Job Search: Insights and Advice from UD Alumni	KU Torch Lounge	6 PM-7 PM	*
21	Workplace Culture	Science Center 114	4 PM-5 PM	*
23	Using AI in the Job Hunt	Science Center 114	5 PM-6 PM	*
28	The Chicago-Based Job Search Insights and Advice from UD Alumni	Science Center 114	5 PM-6 PM	*

## November

4	Navigating the Federal Hiring Process for Non-STEM Internships and Full-Time Jobs	Science Center 114	4 PM- 5 PM	*
5	Internship & Job Search Tips for Graduate Students	KU 222	4 PM- 5 PM	
6	Building a Better LinkedIn Profile	Science Center 114	4 PM- 5 PM	*
13	Internship & Job Search Tips for Graduate Students	Zoom	12 PM- 1 PM	
13	Breaking Down Vocation: How to Discern Calling and Purpose	Jessie Hathcock Hall 050	4 PM- 5 PM	*

# FOUR YEARS TO CAREER SUCCESS

## First Year

Review Career Services' website and update your profile in Handshake.

Contact Student Employment if you are considering an on-campus job.

Consider possible majors by taking a career mini course.

Shadow professionals in a specific industry and/or career field.

Visit Career Services' website and take a FOCUS assessment.

Meet with a Career Advisor to discuss your interests, skills, and values.

## Sophomore Year

Research career interests using O-Net online, "What Can I Do with My Major?," or Inside Jobs.

Create a LinkedIn account.

Consider interning and/or volunteering.

Log in to Handshake to see career workshops, career fairs, and employer resume reviews.

Join the Alumni Mentoring Program in Flyer Connection.

Explore cooperative education and consider interviewing for co-op positions with employers in your desired field.

## Junior Year

Evaluate your options: career, graduate school, service, etc.

Secure an internship, externship, or volunteer position.

Identify at least 3 industry and/or career options.

Update your resume and cover letter.

Attend job fairs and network by calling, emailing, or scheduling informational interviews.

If considering graduate school, take graduate school exams and research prospective schools.

## Senior Year

Identify your post graduate industry or career goals.

Make your job search a priority in the fall semester.

Attend job fairs.

Sign up for a mock interview through Career Services.

Submit your cover letters and resumes to potential employers.

Accept an employment position or graduate school that best fits your career needs and goals.

If pursuing graduate school, gather letters of recommendation and complete graduate school applications and essays.

### One-on-One Appointments (Virtual or In-Person)

Choosing a Major or Career Path | Resume and Cover Letters | Job Search Strategy | Interview Preparation | Salary Negotiation | Grad School

### Student Employment

On-Campus Jobs | Off-Campus Jobs | Federal Work Study | Community Jobs

### Drop-In Hours (In-Person)

**Monday-Friday from 12 PM-3 PM**

Resume/Cover Letter Review | Handshake Tutorial | Other Quick Questions

### Career Mini Course

Choosing a Major