

## junior year

Your career development began before you arrived at the university and will continue your entire life.

Now is the time to gain important skills that will sustain you in this development. There are many factors that contribute to your career success, and Career Services is here to help you identify and develop them while you are at the university. Our career advisors have identified five aspects of career development and recommend goals for you to accomplish during each year of your education at ASU. Use these guidelines as a template and adapt them to your specific circumstances. Use our checklist to measure your progress toward developing your own career plan.

### SELF ASSESSMENT

\_\_\_ Consider taking a career assessment if you are unsure about your career direction. Career assessments, such as the Myers-Briggs Type Indicator and Strong Interest Inventory, can help you identify how your personality and interests match up with various career fields. Access to both these tools is available through the Tempe office of Career Services. Call 480.965.2350 for more information.

### CAREER DECISION MAKING

\_\_\_ Attend as many Career Services career fairs as possible. Your intent is to get noticed by the employers and narrow your focus on career options. Prepare for these events by crafting a flawless resume and making a professional appearance.

\_\_\_ Register with Sun Devil CareerLink (SDCL). Use SDCL to identify internships and other part-time opportunities to give you experience in the field you wish to pursue.

### OCCUPATIONAL RESEARCH

\_\_\_ Begin considering your graduate school options. If you intend to continue your education after your undergraduate degree, start doing research. Graduate programs are often quite specialized so beginning research in your junior year is crucial to making an informed decision.

\_\_\_ Contact a professional or trade association to obtain industry information and be aware of events that will allow you to network with professionals in your field.

### GAIN AND EVALUATE EXPERIENCE

\_\_\_ Make an appointment with a career advisor in the first semester of your junior year to develop strategies for landing an internship. It is important that you start your internship search early to avoid missing application deadlines.

\_\_\_ Take on a leadership role in a given organization. In your first years of college, you may have participated in a student organization. Now it's time to take on a lead role in order to learn crucial communication skills that are sure to impress employers.

### JOB SEARCH STRATEGY

\_\_\_ Attend as many on-campus career events as possible. Familiarize yourself with all the job boards that allow you to post your resume. Continue to network.

\_\_\_ Attend Career Services workshops. Now is the time to hone your interviewing, networking and job search skills through workshops.

## internships work

*An internship in a professional work environment will provide you with added confidence and a competitive advantage over college graduates who lack such experience. Career Services advisors are available on all ASU campuses to assist you with strategies for finding an internship and to help you develop effective cover letters, resumes and interviewing skills.*