



CAREER  
DEVELOPMENT  
& ALUMNI  
ENGAGEMENT

C H A N N E L  
I S L A N D S

## Second Year Career Development Guide

- Take time to consider your first year and what tasks you would still like to complete from that guide. *Career development is a lifelong journey!*
- Schedule an appointment to meet with your [Academic Advisor](#) and/or [Faculty Advisor](#) to explore course selection, your major, and how these fit in with your future career goal.
- Make an appointment with a Career Counseling Professional via [Handshake](#) to discuss major/career exploration strategies. Handshake allows you to apply for jobs and internships, register for career center events, and schedule an appointment with a Career Counseling Professional. Learn more about your values, interests, personality type, and skills, and how all of these come together for career development.
- Continue to get involved on campus and in the community through volunteer work, clubs and organizations, and other extracurricular activities. Ask your peers and professors what ideas they have regarding getting involved as well!
- Explore internships and jobs through the databases available on the CDAE website!
  - Check out [Handshake](#) to learn more about on-campus employment and other opportunities available in the community.
  - Check out other part-time job opportunities through via some [listed databases](#) that you can pursue while still in school!
- Begin to [create a resume and cover letter](#) using the resources from the CDAE website. Internships, part-time jobs, clubs/organizations, projects, and volunteering can all be included in the creation of your resume!
- Create a [LinkedIn Profile](#). LinkedIn is a professional networking tool that allows you to create a profile, connect with those in your field of study/interest, and search for job and internship opportunities.
- Continue utilizing [Dolphin Connect](#). Dolphin Connect is an online portal you can utilize to connect with professors, alumni, and professionals in your field of interest. It is a mentorship/networking tool that you can utilize as a student and later as an alumni.
- Continue to conduct informational interviews. Informational interviews are field research opportunities that can help you with the career exploration process and discovering more of your interests! You can also find potential individuals for informational interviews through LinkedIn by using the [LinkedIn Alumni Tool](#). Use the [informational interview guide](#) for more information and assistance.
- Consider [attending events and workshops](#) hosted by the Career Development and Alumni Engagement Center, including the Open House Semester Kick-Off events, Networking and Mentorship Nights, and the Career and Internship Fair.
- If you are interested in the option of graduate school, set up an appointment to get some [graduate school counseling](#) and learn more about the process.

Remember to...

- ✓ Reach out to Career Development and Alumni Engagement for your career development needs. The Career Center is in Bell Tower 1548.
- ✓ Check your emails often – stay current with events and resources sent by Career Development and Alumni Engagement. Check out our [website](#) as well!