



## Third-Year Career Development Guide

*Follow these steps in your third year to plan for your career.*

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### Reflect & Revisit

#### **\*\*NACE Career Competencies: Career & Self-Development, Critical Thinking**

- ☐ Review your first and second-year career guides and reflect on what has helped your career journey.
- ☐ What career goals or tasks from last year's guide do you still want/need to complete?
- ☐ Career development is a lifelong journey - check in with yourself regularly!






### Meet with a Career Counselor

#### **\*\*NACE Career Competencies: Technology, Professionalism, Communication, Career & Self-Development\*\***

- ☐ Make an appointment with a Career Counseling Professional via [Handshake](#).
- ☐ Apply for jobs and internships, register for Career Center events, and schedule appointments to meet with Career Counseling Professionals. Get help with:
  - ☐ [Career Exploration](#)
  - ☐ [Resume and cover letter reviews](#)
  - ☐ [Job and internship searching](#)
  - ☐ [Interviewing practice and mock interview preparation](#)
  - ☐ [LinkedIn](#) and networking with professionals

## Time to Network

### **\*\*NACE Career Competencies: Career & Self-Development, Equity & Inclusion, Professionalism, Technology**

- ☐ Create a [LinkedIn](#) account if you have not done so already. [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.
- ☐  Follow professional organizations in your field on [LinkedIn](#). Ask faculty for suggestions.
- ☐  Connect with faculty in your major — visit office hours or meet at the Freudian Sip or Student Union.
- ☐  Attend local networking events! Use [Handshake](#), [LinkedIn](#), and local sites to find them.
- ☐ Schedule informational interviews and job shadows. You can find potential individuals to interview and shadow through [LinkedIn](#) by using the [LinkedIn Alumni Tool](#).




## Thinking About Grad School?

### **\*\*NACE Career Competencies: Career & Self-Development, Critical Thinking, Technology**

- ☐ Interested in graduate programs? [Meet with a Career Counselor](#) for guidance on the grad school process and timeline.
- ☐ [Review graduate school information on the Academic Advising website.](#)
- ☐ [Review graduate school information on the career center website.](#)
- ☐ [Attend the graduate school professional fair.](#)
- ☐ Schedule an appointment with Graduate School Specialist/Advising Analyst [Sara Alcalá](#) via [Dolphin Navigate](#) (in your myCI portal).

## Stay Connected

### **\*\*NACE Career Competencies: Career & Self-Development, Communication, Technology, Professionalism\*\***

- ☒  Read CDAE emails about events & resources.
- ☐  Use Handshake for jobs/internships.
- ☐  Reach out on LinkedIn & Dolphin Connect for mentorship.

### **Career Development & Alumni Engagement (CDAE)**

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