Career Map
Activities

Assess and explore your values, skills, and interests, as well as career options and majors

- Register with Cardinal Career Link.
- Visit the Career Lab to use computer programs and books to identify career choices and research career options.
- Participate in the KEY Careers program.
- Complete the Quest, TypeFocus, and SIGI 3 assessments.
- Meet with your academic advisor.
- Meet with a career advisor.
- Take core curriculum classes.
- Develop effective study skills.
- Explore the Career Center website.
- Attend Career Center events.
- Discuss majors with a professor.
- Contact professional associations.
- Visit the Counseling Center for career assessment.
- Conduct informational interviews.
- Participate in the Senior V.I.P. (Very Informed Person) program.
- Consider a part-time job.
- Review the Career Center booklet *Internships and Career Planning.*
- Complete Career MAP worksheets 1-2.

Develop key skills employers are seeking and learn job-search techniques.

- Update your Cardinal Career Link profile.
- Visit the Career Lab to learn about job-search techniques and key skills that employers seek.
- Get a part-time job to gain valuable job-search and interview experience.
- Have a draft of your résumé and cover letter critiqued at the Career Center.
- Attend the Career Center's Professional U programs.
- Sharpen your interview skills.
- Meet with your career advisor.
- Build your professional network.
- Explore the Career Center website.
- Review the Career Center booklets *The Job Search* and *Internships and Career Planning.*
- Attend a Professional Etiquette Dinner.
- Research employers.
- Learn how to determine which sources of information are reliable.

- Attend Fall Career Fair in September and Cardinal Job Fair in February to talk with employers about the skills they look for.
- Participate in the Career Center's Professional U workshops.
- Complete Career MAP worksheets 3-5.
- Begin filling in Key Skills chart.

Develop leadership skills and pursue opportunities for professional experience.

- Update your Cardinal Career Link profile.
- Visit the Career Lab to connect with internships, part-time jobs, volunteer work, other immersive-learning opportunities, and professional associations.
- Search online internship databases provided by the Career Center.
- Use Cardinal Career Link to look for internships and part-time on- and off-campus jobs.
- Attend the Career Center's Professional U programs to learn how to meet with employers at job fairs and interviews.
- Attend Fall Career Fair in September and Cardinal Job Fair in February.
- Attend meetings of professional organizations, student groups, and community activities and serve on committees and in leadership roles.
- Contact your department's internship coordinator.
- Join academic organizations and honoraries.
- Create a leadership transcript through the Office of Student Life.
- Find a mentor—a person who can advise you on professional issues.
- Consider a study-abroad program to experience other cultures.
- Explore undergraduate research opportunities.
- Participate in Building Better Business Communities Fellows, the Virginia Ball Center for Creative Inquiry, or other immersive learning programs.
- Volunteer in an organization or program on or off campus.
- Review the Career Center booklet *Internships and Career Planning.*
- Seek opportunities to get involved with Disabled Student Development, the Multicultural Center, Spectrum, and other university organizations to broaden your understanding of diversity issues.
- Complete worksheets 6 and 7.
- Continue filling in Key Skills chart.

Secure professional employment or enroll in graduate school.

- Update your Cardinal Career Link profile.
- Visit the Career Lab to connect with and research employers and job vacancies.
- Expand working relationships with your network of peers, family members, professors, friends, and employers.

- Contact faculty members and supervisors to serve as references in your professional job search. Make sure they have copies of your résumé and know what kinds of work you are interested in.
- Use Cardinal Career Link to explore opportunities for full-time employment.
- Meet with your career advisor.
- Participate in the Career Center's Professional U programs.
- Brush up on your interview skills and follow up effectively with employers.
- Participate in on-campus interviews.
- Attend Fall Career Fair in September and Cardinal Job Fair in February or Teacher Fair at the end of spring semester.
- Attend meetings of professional organizations, student groups, and community activities and serve on committees and in leadership roles.
- Review the Career Center booklet *The Job Search.*
- Complete Career MAP worksheets 8 and 9.
- Continue filling in Key Skills chart.

If attending graduate school

- Visit the Career Center to connect with graduate schools, graduate test information, and grad-school application information.
- Check out the Graduate Student Success Plan.
- Pick up a schedule of graduate school qualifying exams in the testing office in Lucina Hall room 366.
- Attend the Career Center's Graduate School Expo.
- Prepare for graduate school interviews.
- Complete a thesis or undergraduate research project.
- Articulate your research skills on your curriculum vitae or résumé.
- Write the essay that will accompany your application and ask professors to review it.
- Develop a list of references to use for your graduate school application.
- Explore the Career Center website.
- Complete Career MAP worksheet 10.