

# 3 THIRD YEAR CAREER PLAN

## YOUR STEP-BY-STEP GUIDE TO CAREER PLANNING SUCCESS

Your third year of college is an important time for career planning. What you do now sets you up for career success when you graduate. Continue to build relationships, gain experience, and polish your job search skills. Also consider if you will need a graduate or professional degree for your desired career.

### GAIN MORE EXPERIENCE

**Your resume needs to show both education and experience by the time you graduate. This is a crucial year to gain a variety of experiences through internships, part time work, campus involvement, research and volunteering. These experiences will also help you discover what career path you will pursue.**

- Attend these Career Center events: *Employer Information Sessions, Career Fairs, Where Are the Jobs? The Hidden Job Market, the Nuts & Bolts of Internships, Part Time Job Search, Now Hiring Interns, and Former Interns Tell All.*
- Learn about summer internship opportunities for third years through the On Campus Interview program. Log into SCOTLink. In SCOTjobs select “Advanced Search” and “Show Me - Only Employers Interviewing at the Career Center”.
- Use these job & internship search databases in your SCOTLink account: SCOTjobs, NACE Link, Career Insider and Career Shift.
- Find additional job and intern listings, as well as opportunities abroad, on the Career Center website at [careers.ucr.edu](http://careers.ucr.edu) under the Student Jobs and Internships tab.

### NETWORK & BUILD RELATIONSHIPS

**It's time to further develop and utilize your networking skills. Talk to people all around you— other students, family, friends, professors, supervisors, and professionals you meet at career fairs or other events. Have a “career conversation” to explore careers and eventually find a job.**

- Talk to everyone you know: faculty, staff, advisors, career counselors, family, and friends.
- Attend these workshops and events: *Career Fairs, Job Discovery Series, Employer Information Sessions, Networking Your Way to a Job, Now Hiring Interns and Former Interns Tell All.*
- Create or enhance your LinkedIn profile by attending *Mastering LinkedIn.*
- Conduct informational interviews with people who work in your desired career.
- Meet with your academic advisor and find out if your internship qualifies for academic credit.

### POLISH YOUR INTERVIEWING SKILLS

**A good resume gets you in the door, but the interview will get you the job. Interviewing is a skill that takes practice to perfect, so practice often.**

- Attend the *Ace the Interview* workshop.
- Practice your interview skills using the Mock Interview Tool in SCOTLink. Schedule an appointment with a career counselor for feedback. Also, record your responses and share your mock interview with trusted family and friends for their feedback.

### RESEARCH GRADUATE/ PROFESSIONAL SCHOOLS

**Career exploration includes finding out if your desired career requires an advanced degree. This is a good time to do some research and discuss pursuing graduate school with a Career Counselor and faculty. Reference College-Specific Game Plans for timelines.**

- Research occupations for job outlook, salary, education, training, etc.
- Research graduate school application deadlines and testing requirements.
- Write your personal statement. The Academic Resource Center offers assistance with this.
- Get letters of recommendation. Give faculty members 1-3 months of advance notice and share your resume or CV with them as well.
- Contact the Academic Resource Center for graduate exam preparation seminars including the GMAT, the GRE, the LSAT and the MCAT.

# CAREER PLAN SERIES

## Map Your Career Plan For Success!

### GOALS TO REACH *Career Success* FOR EACH YEAR OF COLLEGE

Get your checklist at the Career Center.



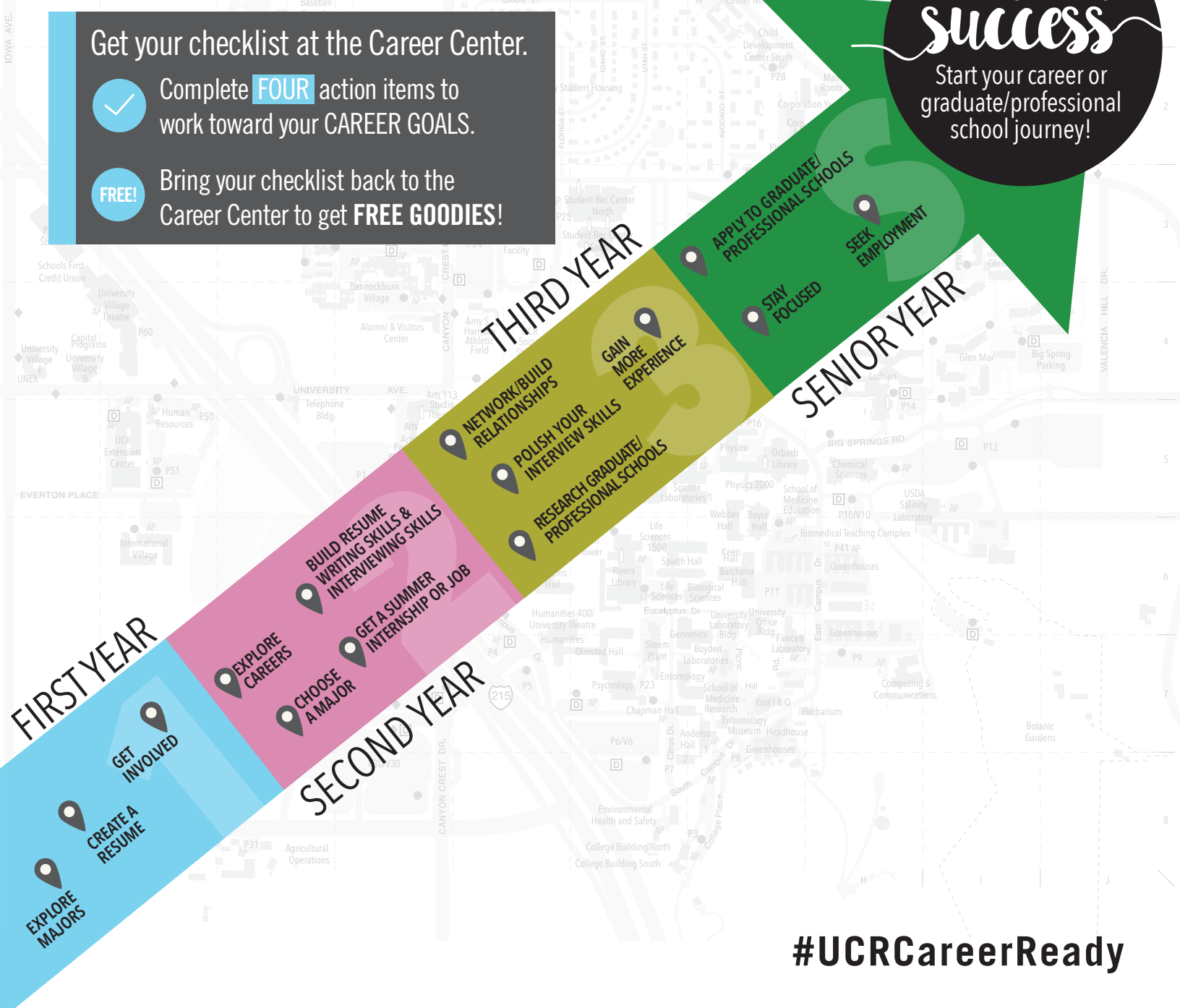
Complete **FOUR** action items to work toward your CAREER GOALS.



Bring your checklist back to the Career Center to get **FREE GOODIES!**

NEXT DESTINATION:  
*Success*

Start your career or graduate/professional school journey!



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