

Discover Your Purpose.

Career Development Plan

rwu.roberts.edu/careerplan



FIRST YEAR

EXPLORE & DISCOVER

Learn about yourself, discover your calling, and consider how to use your gifts to live with purpose.

- Build your Handshake profile to search for jobs and schedule appointments with Career Development
- Meet with your academic advisor to discuss your major and required coursework
- Complete self-assessments and explore career matches through PathwayU™
- Schedule an appointment with Career Development to discuss results of self-assessments, and to clarify your calling and career plans
- Develop your resume using resources found in the online career plan; schedule an appointment with Career Development to review your resume draft
- Connect with others from diverse backgrounds through campus engagement and student organizations

SECOND YEAR

INVESTIGATE & ENGAGE

Research careers, build your career competencies, and establish professional connections.

- Review your resume; add new experiences, coursework, and skills
- Attend employer-hosted virtual events through Handshake
- Create your LinkedIn profile to network with community professionals and Roberts alumni
- Attend the Roberts Career Connections Expo (spring semester)
- Remain active in student organizations and assume leadership roles
- Establish a mentor connection for career insight and professional advice
- Shadow a professional to learn about careers and grow your network
- Continue working and assume new responsibilities to grow your knowledge and skills

THIRD YEAR

EXPERIENCE & CONNECT

Participate in experiential learning and service, grow your career competencies, and build your professional brand.

- Use Handshake to search for internships, attend employer-hosted virtual events, and register for the Roberts Career Connections Expo (spring semester)
- Participate in a mock interview to sharpen your skills and build confidence
- Consider and research graduate schools
- Update your resume, LinkedIn, and Handshake profiles
- Complete an internship to gain career experience and develop your skills
- Engage in service experiences to make a positive impact on the local or global community, and expand your professional network
- Join a professional association related to your major and career goals

FOURTH YEAR

SEARCH & TRANSITION

Actively engage in the employment search and/or graduate school application process.

- Perfect your resume and schedule a review with Career Development
- Draft a cover letter to customize when applying for positions
- Identify prospective employers, locations, and job opportunities through networking and employment websites
- Check your social media accounts to ensure they represent your authentic and professional brand
- Complete graduate school exams and submit applications
- Attend the Roberts Career Connections Expo and recruiting events
- Ask individuals to serve as professional and character references
- Engage in Roberts Senior Week events

GET STARTED TODAY!

USE ONLINE RESOURCES 24/7

PathwayU - Discover your calling through assessments and career research

Candid Career+ - Learn about careers and workplace expectations through videos

Handshake - Find internships and jobs, attend employer-hosted virtual events, and make connections with employers



SCHEDULE AN APPOINTMENT THROUGH HANDSHAKE

VISIT THE CAREER CENTER

1st floor of the GCEC

FOLLOW

 RobertsCareerDevelopment

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CAREER DEVELOPMENT