The Student Guide to Career Planning

1. Discover your career interests and pathways;
2. Grow through career exposure, experience, knowledge and connections; and
3. Become ready to launch into your personalized career path

DISCOVER Career Interest and Pathways (typically first years and sophomores)

Questions
- What careers are you considering?
- Do you have ideas about what you want to do with your major?
- Have you visited Career Services?

Action Items
- Meet with a career advisor to identify skills, abilities, and personal values and relate interest to possible majors and careers
- Attend career programs: Lunch ’n Learns, Employer Information Sessions, Workshops, etc.
- Attend Making Connections during Winter break to meet alumni and gather career information
- Connect with alumni through faculty, Career Services, LinkedIn and TrinityConnect for career information
- Explore career-related, summer volunteer work, internships and part-time jobs
- Utilize Career Services walk-in hours to discuss drafting a resume

GROW through Exposure, Experience, Knowledge and Connections (typically sophomores and juniors)

Questions
- Have you met any people in professions that interest you?
- Have you done an internship or research yet?
- What are your plans for the summer?
- Do you have a LinkedIn profile yet?

Action Items
- Talk with faculty in academic disciplines of interest
- Read about careers and industries of interest
- Attend panels, workshops, information sessions and seminars and conferences to gather information about careers
- Attend the following recommended career programs:
  - Lunch ’n Learns
  - Employer Information sessions
  - Interview for Success
  - Making Connections
  - Professional Dining Etiquette
  - Fall and Spring Career Fair
- Connect with alumni through faculty, Career Services, LinkedIn and TrinityConnect for career information
- Explore job shadow and informational interview opportunities with alumni and other professionals
- Establish a mentor relationship with a faculty member in an academic area of interest
Join the student chapter of a national professional association or a student organization related to your career interests
Update your résumé and have it reviewed by Career Services
Create a LinkedIn and Hire-A-Tiger profile and upload your revised résumé to both
Investigate summer internships or research experiences

BECOME Ready to Launch into a Personalized Career Journey (typically seniors)

Questions
• What are your plans after graduation?
• When will you start submitting applications or resumes?
• Have you visited Career Services?

Action Items
• Meet with career advisors to develop and implement job search goals and timeline
• Connect senior year capstone and course embedded projects to possible occupations
• Update your résumé on Hire-A-Tiger and apply to job postings
• Review employer organizations or graduate/professional school programs in relation to career interests
• Attend the following recommended career programs:
  o Interview for Success
  o Fall and Spring Career Fair
  o Community networking events
• Update LinkedIn profile and review it with a career advisor to discuss effectiveness
• Attend on-campus recruiting activities
• Attend the Entering the Jungle senior event for final career and networking advice

Appointments: Monday – Friday, 8am – 4:30pm
Walk-In Hours: Monday – Friday, 1:30pm – 4:00pm

Trinity University Career Services
TUCareer Services
Hireatiger.trinity.edu

For additional information, please contact the Office of Career Services at:
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