CONNECT ON CAMPUS

Students who are part of campus communities are more likely to stay in school and graduate on time.

☐ Join an on-campus club or organization.
☐ Connect with identity-based communities & student support services.
☐ Get to know your professors, academic, career, and community advisors. Strong relationships with mentors build your confidence, your skills, and your opportunities.
☐ Begin your summer job search in March and April. May and June are often too late.

DISCOVER YOUR STRENGTHS AND INTERESTS

Knowing those makes it easier to choose a major (or change one)!

☐ Stop by the Career Center to start exploring your values, skills, and interests.
☐ Identify your preferences at careerexplorer.com.
☐ Log in to Handshake to complete your profile and career interests and apply for on-campus employment and other jobs and internships.
☐ Volunteer or work on campus to benefit your community and build skills.

EXPLORE MAJORS AND CAREERS

Be curious. Talk to a lot of people. Almost everyone you’ve ever met doesn’t know most of the jobs that exist and only know the surface of majors beyond their own.

☐ Attend a Career Center sponsored event.
☐ Complete your Handshake profile; then it will curate opportunities for you to explore.
☐ Speak with faculty and career advisors about majors and careers.
☐ Explore a variety of courses and subjects to better understand your current interests and maybe add some new ones.
☐ Draft a college level resume with the help of the Career Center.
COMMIT TO YOUR STUDIES

☐ Declare your major by the end of this year to keep you on track to graduate.
☐ Meet with your academic advisor to ensure you have a good plan for completing your degree.
☐ Get help with your courses from the PLUS program, peer advisors, and instructors.
☐ Improve your writing skills with the Writers’ Center. All college-requiring jobs expect you to know how to communicate professionally in writing.
☐ Consider studying abroad. Employers and graduate schools are eager for students with intercultural experience and communication skills.
☐ Start looking at graduate school options, if relevant.

ENGAGE IN EXPERIENTIAL LEARNING

Going to class is very important, but it won’t get you where you want to go by itself.

☐ Learn by doing: service-learning, leadership, research.
☐ Volunteer independently or with Alternative Spring Break or Eagle Volunteers! Program.
☐ International students: talk to the School of Global Learning to understand CPT & OPT rules.

BUILD CAREER AWARENESS

Major isn’t the same as job function or industry. You have many options.

☐ Learn and polish your professional etiquette.
☐ Go to internship events, career fairs, panels, and workshops.
☐ Connect with alumni through EWU Alumni Association, LinkedIn, EWU Young Professionals Network events, or job shadowing.
☐ Check out helpful tools: Big Interview videos & GoinGlobal.
☐ Take a career development class to discover potential career options.
☐ Update your resume to include any experiential education and leadership experiences you have completed.
☐ Learn how to write a cover letter.
EXCEL ACADEMICALLY

☐ Confirm your remaining degree requirements with your academic advisor and a SOAR Audit.
☐ Participate in academic conferences, challenge competitions, and projects pitches to apply your skills and build your experience.
☐ Research and apply to graduate/professional program options.
☐ Learn about and apply to academic and service fellowships.
☐ Prepare for and take the GRE, LSAT, or MCAT, if planning on graduate school.

CULTIVATE YOUR PROFESSIONAL IDENTITY

☐ Complete at least one internship.
☐ Consider a second internship. You can never have too much experience!
☐ Learn how to tailor your resume & cover letter to specific audiences.
☐ Engage in service-learning, leadership, research.
☐ Attend career fairs and networking events.
☐ Conduct informational interviews or job shadow with alumni in your field.
☐ Build intercultural fluency & communication skills across a range of communities and cultures.

PREPARE FOR YOUR SEARCH

☐ Consult with advisor or career counselors to focus your plan.
☐ Update you resume, cover letter, Handshake & LinkedIn profile to include internship, leadership, co-op, volunteering, and service-learning experiences.
☐ Practice interviewing.
FINISH STRONG

☐ Keep up with your coursework.

☐ **Apply for graduation two** quarters before you graduate.

☐ Step into leadership positions.

☐ Ask faculty/advisors/coaches for traditional or [LinkedIn](https://www.linkedin.com) recommendations.

EXPAND YOUR CAREER CONNECTIONS

☐ Join a [professional association](https://www.professionalassociations.com).

☐ Attend an [industry event or conference](https://www.industryevents.com) to cultivate your network.

☐ Connect with alumni through the [EWU Alumni Association](https://www.EWUA.com), [LinkedIn](https://www.linkedin.com), [EWU Young Professionals Network events](https://www.EWUYPNetwork.com), or [job shadowing](https://www.jobshadowing.com).

IMPLEMENT YOUR SEARCH

☐ [Talk to your career advisor](https://www.careeradvisor.com) about job search strategies and timelines.

☐ Participate in on-campus recruiting and [career fairs](https://www.careerfairs.com).

☐ Use good [professional etiquette](https://www.professionalconduct.com).

☐ Hone your [elevator pitch](https://www.elevatorpitch.com), [resume](https://www.resume.com), and [cover letter](https://www.coverletter.com).

☐ Save all job listings you apply to. Track applications. Follow-up.