Who are you? What are your interests, values, skills?  

What’s out there? Research industries & occupations.  

What can I offer an employer? Develop your resume.  

Learn to use The BRIDGE. Upload your resume.  

Look at listed opportunities and apply as indicated.  

Investigate the possibility of interning for credit with the Dean of your college.  

Find & research organizations of interest. Make a list.  

Find networking contacts.  

Speak with contacts and follow up on possibilities.  

Follow up on applications.  

Practice interviewing skills. Refine your goals.  

Interview! Don’t forget to send thank yous and follow up.  

Evaluate offer(s) and make decisions.  

Learn tips for succeeding as an intern or new hire.  

Work & learn!  

Remember...  

The CDC is available to help you every step of the way.
1. Who are you? What are your Interests, Values and Skills?
- Appointments with CDC Counselors
- *Pinpoint* Computerized Self Assessment
- JumpStart Career Planning Course
- Self Assessment Inventories
- Careers for . . . Series (books)

2. What’s Out There? Research Industries and Occupations
- **The BRIDGE industry profiles** (after 1/03)
- *Pinpoint* Computerized Self Assessment
- www.wetfeet.com
- Industry-focused panels and programs
- Several industry-related books
- Talk to alumni/parents (CareerNet)

3. What Can I Offer an Employer? Develop a Resume
- Resume/Cover Letter Workshops
- Resume handouts/Sample Resumes
- JumpStart Career Planning Course
- Resume critiques (walk-in appts)
- Resumania (before Expo)
- Templates on The BRIDGE

4. Learn to The BRIDGE; Profiles/Calendar/Documents/Opportunities
- Weekly The BRIDGE 101 Workshops
- The BRIDGE Help sheets
- Walk-in Hours assistance

5. Look at Listings and Apply as Indicated
- **The BRIDGE** -on campus interviewing/off campus referrals
- The BRIDGE internship listings
- Web Resources (under Employment & Internships)
- Several internship directories
- Virtual Career Fairs

6. Find and Research Organizations of Interest; Make a List
- **CareerSearch**
- CDC Recruiting Program (The BRIDGE)
- Job Banks and other directories
- Web Resources (under Employment & Internships)
- www.wetfeet.com
- Company web sites

7. Find Networking Contacts
- CareerNet (list of alumni/parents)
- Informational Interviews
- Faculty suggestions
- Fall and Spring Employer Expos
- Off-Campus Career Fairs
- The BRIDGE
- Campus programs/speakers
- Student to Student Directory

8/9. Speak With Contacts and Follow Up on Possibilities; Follow up on Applications
- Job Search Workshops
- Ask The Counselor walk-in hours

10/11. Practice Interviewing Skills; Refine Your Goals;
- Interviewing Workshops
- Mock Interviews
- Ask The Counselor walk-in hours
- Interview Preparation Program (Peer Consultants)
- Interviewing handouts and books
- Employer Mock Interview Day

12. Evaluate Offers and Make Decisions
- Evaluating Offers Workshops
- Appointments with CDC Counselors