JUNIOR YEAR. MAP OUT YOUR FUTURE.

- ☐ Apply for an internship or a pre-professional work experience related to your career interests.
- ☐ Refine and update your resume.
- ☐ Create an account on Geneva Job Link (at: www.geneva.edu/career) and the Regional Internship Center website at www.ricswpa.org to upload your resume to access internships in Western PA.
- ☐ Seek graduate school counsel and resources through academic departments and CDC.
- ☐ Visit graduate schools. Prepare, register, and begin to study for graduate school entrance exams.
- ☐ Become an active leader in campus and community organizations to develop leadership, organizational and communication skills.
- ☐ Review the qualifications and skills needed to be successful in your career choice. Refer to the occupational Outlook Handbook online at www.bls.gov/oco and www.onetonline.org

CHECK UP.

- ☐ Check your e-mail and the CDC home page at www.geneva.edu/career for weekly announcements of jobs, internships and special programs.
- ☐ Attend Career Development seminars, programs and job fairs.
- ☐ Participate in Calling and Vocation month in November. Backpack to briefcase events in the spring include: Calling, Job Search, Internships, Interview Skills, Resume/Cover Letter, Graduate School, and Etiquette.
- ☐ Attend on-campus and off-campus job fairs: Accounting Recruitment Day; WestPACS Job & Internship Fair; Federal Careers' Day; Camp, Sport & Ministry Summer Job Fair; and PERC Education Job Fair.
- ☐ Pursue study abroad programs with Coalition for Christian Colleges and Universities www.cccu.org and Geneva's Crossroads Office located in Skye Lounge.
- ☐ Practice your interview skills in CDC with mock interviews.
- ☐ Create an e-portfolio or consider an independent study course to compliment your career direction.
- ☐ Take electives in other areas to complement your major.
- ☐ Participate in on-campus employer recruiting programs.