# **Get Career Ready**

It's never too soon to start planning your life after college. We have collected a list of suggested activities and/or goals to complete throughout your college career. These activities will help you get a head start on career success.

### Explore

- □ Attend the Student Activities Fair during Welcome Week.
- □ Follow **@ThomasMoreICG** on Instagram, Twitter, & Facebook.
- Utilize <u>free</u> Peer Tutoring at the Institute for Academic Excellence (IAE).
- $\hfill\square$  Join clubs and organizations.
- □ Volunteer for organizations that inspire you.
- □ Apply for student employment on campus.
- Start a resume. Meet with ICG Staff for help or check out <u>bit.ly/ICG Resources</u>.
- □ Take career assessments through **Focus2Career**.
- □ Meet with your advisors and faculty for career exploration.
- □ Attend the Career & Internship Fair.

## Experience

□ Participate in ICG Workshops throughout the year.

Make a plan to fulfill your Experiential Learning Requirement.

- □ Seek out leadership positions in student organizations and clubs.
- □ Job shadow an individual in a career that interests you.
- Clean up and secure your social media accounts.
- $\square$  Schedule an appointment to have the ICG review your resume.
- $\square$  Practice mock interviews in the ICG Studio.
- $\square$  Attend campus events and fairs to learn about companies and opportunities.
- $\square$  Research Graduate School options and requirements.
- $\Box$  Write an elevator pitch to use at networking events.
- □ Create a LinkedIn page and connect with coworkers.
- $\Box$  Attend networking events.
- $\square$  Conduct informational interviews with people who have jobs that interest you.
- $\square$  Hold a part time job: Campus work study jobs are excellent office experience.

### Excel

- □ Tailoring your resume for your professional career.
- □ Join a professional networking association in your career field.
- □ Take the GRE, GMAT, LSAT, or MCAT.
- □ Apply for Graduate Schools.
- Check out Interview Tips on <u>bit.ly/ICG Resources</u>.
- □ Research companies/organizations in your career field.
- □ Follow companies of interest on LinkedIn.
- $\hfill\square$  Create a list of professional references.
- $\square$  Request letters of recommendation from faculty and supervisors.
- $\hfill\square$  Attend career fairs with your prepared elevator pitch.
- $\square$  Sign up for the Mock Interview Competition.
- Obtain an internship (or several) in a career field of interest.

# Republic Bank Foundation Institute for Career Development and Graduate School Planning (ICG)

ICG Website bit.ly/ThomasmoreICG

Career Resources bit.ly/ICG Resources

Handshake ThomasMore.JoinHandshake.com

ICG Email ICGstaff@ThomasMore.edu Schedule an individual appointment with the ICG Staff. Head over to <u>ThomasMore.JoinHandshake.com</u>. Log In with your MyTMU credentials. Click Career Center, then Appointments. Follow the prompts to schedule your appointment.

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