

COUGAR CAREER PLAN

EXPLORING OPTIONS AND PREPARING FOR THE FUTURE

While pursuing your academic career at Saint Xavier University, take advantage of your time and resources to prepare for your professional career. The Cougar Career Plan is a year-by-year "road map" to help you reach your career goals.



FIRST YEAR: ADJUST AND EXPLORE

- Explore majors; bond with students in your chosen major.
- Develop good study habits and time management skills.
- Learn about resources and services available on campus.
- Self-assess to determine your skills, interests, values, strengths and challenges.
- Meet people – get involved with a campus organization, team, club or student employment job.
- Follow SXU Career Services on Facebook and Twitter to stay connected.



SENIOR YEAR: ORGANIZE AND GET READY TO MOVE FORWARD!

- Plan your job search EARLY in your senior year – meet with Career Services to make a plan.
- Update your resume with Career Services and learn to write a good cover letter.
- Build your network; identify people who can be helpful to you as you begin your job search.
- Attend the SXU Internship and Job Fair and watch for local area job fairs of interest as well.
- Several months before graduation, begin applying to positions of interest.



SOPHOMORE YEAR: GATHER RESOURCES AND SHARPEN CAREER GOALS

- Develop a resume and work with Career Services staff to perfect it!
- Discover how to relate your academic major to career paths by attending networking and career information panel events.
- Apply for internship, volunteer and other pre-professional positions that will help build experience and skill sets.
- Attend Career Services workshops on career exploration, internships, resume writing and interviewing.
- Position yourself for leadership positions in campus organizations.
- If you find yourself struggling in classes, ask for help.
- Get to know your faculty members.



SUMMER:

- Perfect time to pursue internships and pre-professional experiences related to your field of interest!
- Work with Career Services staff as early as winter break of your second year to start exploring opportunities.
- Each year, find experiences that progressively strengthen your skill base and help get you closer to identifying areas of career interest.



JUNIOR YEAR: BUILD EXPERIENCE AND REFINE SKILLS

- Revise your resume and start practicing your interviewing skills.
- Establish a LinkedIn profile and invite friends and contacts.
- Look for part-time internships for the academic year or full-time experiences for next summer.
- Seek out leadership opportunities in campus or community organizations.
- Take advantage of workshops offered by Career Services to sharpen your job seeking skills.
- Attend the SXU Internship and Job Fair to identify internships and get a preview of full time options.
- Considering graduate school? Talk to advisors, faculty and career staff.



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CAREER EXPLORATION SITES

What Can I Do With This Major?

whatcanidowiththismajor.com/major/majors

ISEEK Skills Assessment

www.careerwise.mnscu.edu/careers/skillsAssessment

Career Exploration Tools and Resources

(Quintessential Careers)

www.quintcareers.com/career_exploration.html

CareerOneStop

(U.S. Department of Labor)

www.careeronestop.org/ExploreCareers/ExploreCareers.aspx

Illinois Career Information System

(Illinois Department of Employment Security)

ilcis.intocareers.org

User ID is Illinois and the password is careers

My Next Move

(National Center for O*NET Development)

www.mynextmove.org

Occupational Outlook Handbook

(U.S. Bureau of Labor Statistics)

www.bls.gov/ooh

O*NET Resource Center

www.onetcenter.org

STAY CONNECTED TO US

Receive alerts on career-related workshops, panels and networking events!

CONNECT WITH US



sxu.joinhandshake.com



SXU Career Services



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