

# Develop Career Competency: Career Activities by Year

year	What do I really want?	What is out there for me?	How do I get what I want?
4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Graduate school decision based on clear vision of                             <ul style="list-style-type: none"> <li>academic and/or career goal.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Career counselors are available to assist with conducting                             <ul style="list-style-type: none"> <li>a targeted job search, resume critique, interview coaching.</li> </ul> </li> <li>Alumni of the Alumni Network are available to assist with                             <ul style="list-style-type: none"> <li>ideas, leads and referrals for job search.</li> </ul> </li> </ul> <p>Post-graduation internships are available to:</p> <ul style="list-style-type: none"> <li>Advance established direction.</li> <li>Gain experience in a direction not yet on resume.</li> </ul>	<ul style="list-style-type: none"> <li>Thesis may provide opportunity to integrate academic and                             <ul style="list-style-type: none"> <li>occupational interests.</li> </ul> </li> <li>Plan a job search which begins 4-6 months prior to employment                             <ul style="list-style-type: none"> <li>goal date.</li> </ul> </li> <li>Attend programs geared for seniors addressing skills and                             <ul style="list-style-type: none"> <li>strategies to conduct a successful job search.</li> </ul> </li> </ul>
3 <sup>rd</sup>	<ul style="list-style-type: none"> <li>Use information and contacts gathered from summer                             <ul style="list-style-type: none"> <li>experiences to clarify vision.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Use contacts made from internship experience(s) to                             <ul style="list-style-type: none"> <li>expand knowledge of available options.</li> </ul> </li> <li>Explore graduate programs that match academic and                             <ul style="list-style-type: none"> <li>occupational interests.</li> </ul> </li> <li>Seek graduate school advising from faculty.</li> </ul>	<ul style="list-style-type: none"> <li>Secure internship offering content and connections for thesis                             <ul style="list-style-type: none"> <li>and/or grad school and/or employment.</li> </ul> </li> <li>Attend spring graduate school session to develop strategies for                             <ul style="list-style-type: none"> <li>admission to schools of choice.</li> </ul> </li> </ul>
2 <sup>nd</sup>	<ul style="list-style-type: none"> <li>Choose major based on process of developed                             <ul style="list-style-type: none"> <li>academic goals and/or career interests.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Conduct informational interviews with alumni to discuss                             <ul style="list-style-type: none"> <li>occupational interests.</li> </ul> </li> <li>Meet with faculty to discuss academic and career goals as                             <ul style="list-style-type: none"> <li>it relates to major choice.</li> </ul> </li> <li>Volunteer in occupational fields of interest.</li> </ul>	<ul style="list-style-type: none"> <li>Attend internship and summer job workshops and conduct                             <ul style="list-style-type: none"> <li>search(es).</li> </ul> </li> <li>Secure internship to enhance academic and career interests.</li> <li>Take summer courses for Reed credit and/or to develop                             <ul style="list-style-type: none"> <li>professional skills and explore occupational fields.</li> </ul> </li> <li>Revise resume to add new skills and accomplishments.</li> <li>Become familiar with standard practices of effective presentation                             <ul style="list-style-type: none"> <li>appropriate for interviewing and work place conduct.</li> </ul> </li> <li>Participate in OLAPC Jobs Fair and Non-Profit/Internship Fair for                             <ul style="list-style-type: none"> <li>internships and professional level employment.</li> </ul> </li> </ul>
1 <sup>st</sup>	<ul style="list-style-type: none"> <li>Register with Career Services to be kept informed                             <ul style="list-style-type: none"> <li>about programs and services relevant to interests</li> </ul> </li> <li>Meet with career services staff to discuss the services                             <ul style="list-style-type: none"> <li>available and career planning process.</li> </ul> </li> <li>Career testing offers basis for career exploration and                             <ul style="list-style-type: none"> <li>enhanced self understanding.</li> </ul> </li> <li>Sample classes in major interests</li> </ul>	<ul style="list-style-type: none"> <li>Attend career services seminars, programs and panel                             <ul style="list-style-type: none"> <li>discussions, internship and summer job info sessions.</li> </ul> </li> <li>Career Preview provides job shadowing and informational                             <ul style="list-style-type: none"> <li>interview opportunity with alumni.</li> </ul> </li> <li>Use career library and <a href="http://www.reed.edu/career/">www.reed.edu/career/</a> to explore                             <ul style="list-style-type: none"> <li>occupations and industries.</li> </ul> </li> <li>Meet with a career counselor to discuss career planning.</li> </ul>	<ul style="list-style-type: none"> <li>Become involved in co-curricular opportunities on/off campus                             <ul style="list-style-type: none"> <li>On/off campus employment</li> <li>Student governance</li> <li>* Student organizations</li> <li>* Volunteer with SEEDS (Students for Empowerment, Education, and Direct Service)</li> </ul> </li> <li>* Gain summer job that matches interests and/or enhances skills.</li> <li>* Prepare a resume which highlights skills and accomplishments.</li> </ul>

Self assessment, skills development, experiential learning, values clarification, career exploration are all available activities encouraged to help students to clarify their place and purpose in the world. Such awareness and direction are critical for candidacy into future educational and career pursuits. We recommend that this cumulative process begin in ones first year to make the most out of the vast resources available at Reed College.