

CAREER DEVELOPMENT PLAN

ARE YOU ON TRACK?

Use this checklist as a means of keeping pace and ensuring that when you graduate, you are professionally developed and confident to begin or continue your career!

FRESHMAN

“SETTING A FOUNDATION” — WHAT ARE MY INHERENT TALENTS AND SKILLS?

- Take the StrengthsFinder 2.0 Assessment (offered in Alpha Group orientation class)
- Take Strong Interest Inventory or Myers Briggs Type Index Assessment Interpretation offered through Career Development office.
- Explore majors and careers of interest via Career Development office resources, events, and networking
- Take note of courses you’re taking that are of interest to you
- Schedule a meeting with the Career Development Office to develop & discuss your plan
- Become involved in school activities, e.g., intramural sports, clubs, discipleship/small groups.
- Declare a major, if possible

SOPHOMORE

“CHOOSING THE TOOLS” – WHICH SPECIFIC CAREER(S) INTEREST ME?

- Investigate various careers related to chosen major
- Engage in discussion with faculty, staff, parents, and peers regarding integration of faith and careers
- Begin networking and getting to know faculty, staff, and professionals in field of interest
- Attend a Brand Yourself Resume & Career Workshop
- Create a résumé and cover letter and have them reviewed by the Career Development staff.
- Visit the Career Development office at least one time per semester
- Create a Hire-a-Hawk account
- Attend the SDC Graduate Fair
- Obtain a part-time job or volunteer position that relates to your field of interest
- Increase community involvement — participate in an international service project, feeding the homeless, etc

JUNIOR

“BUILDING THE WALLS” – HOW CAN I BE SURE?

- Create a LinkedIn account and begin connecting
- Obtain an internship assisted by the Career Development Office and/or faculty advisor
- Consider a semester-long, study abroad program to gain a broader global perspective
- Collect information about graduate schools/financial aid and register to take necessary professional school exams
- Attend a Brand Yourself Resume & Career Workshop.
- Attend the SDC Graduate Fair
- Attend the SDC Career Fair
- Research organizations that may be potential employers
- Participate in a Mock Interview

SENIOR

“FINISHING THE TASK” – WHERE WILL I SERVE?

- Update and refine résumé, cover letter, and LinkedIn profile
- Continue to obtain experience through an internship or volunteer experience
- Participate in a Mock Interview
- Request letters of reference from faculty and staff
- Attend a Brand Yourself Resume & Career Workshop
- Attend the SDC Graduate Fair
- Attend the SDC Career Fair
- Research companies/organizations of interest
- Meet application deadlines for graduate and professional schools
- Communicate to EVERYONE career objectives for networking development and contacts for job interviews
- Begin applying for jobs!
- Visit the Career Development office at least one time per semester



Career Development Office
200 Riverview Parkway
Santee, CA 92071

619.201.8726
www.sdcc.edu
careercenter@sdcc.edu