

# Pacific Union College Career Planning Guide

## Freshman Year: Exploring

**Explore your options:** take a variety of classes, join a club or ministry, job shadow, and talk to your professors.

**Visit the Career & Counseling Center** and get to know your resources. Take a career assessment and talk about your strengths and interests to get started planning your major and career.

**Visit Career Day** and meet over 50 people in different occupations. Find out what their job is like and how they got there.

**Think about (and get) a part-time job** you can keep for the next couple of years to build your skills and responsibility.

Think about going with **Adventist Colleges Abroad (ACA)** or as a **student missionary** and apply.

## Sophomore Year: Testing

**Keep exploring** your options and interests through classes, Career Day, and extra-curricular activities.

**Volunteer** to get a feel for different types of work and organizations—plus you're doing something good in your community. Opportunities available at the Office of Service, Justice & Missions.

Become active in a **club or ministry** or get a **part-time job** to gain valuable skills and experience.

If you still **don't have a major**, visit the Career & Counseling Center.

Make sure you have a **resume**. Attend a workshop and have a basic resume in place you can build on over time.

Think about going as a **student missionary or with ACA** and apply winter or spring quarters.

Get an **internship or job** over the summer to build your experience and test out a possible career.

## Junior Year: Growing

**Start exploring graduate schools or job** options. Research what is available and narrow down your choices. Professors and the career counselor can help.

**Update your resume.** Workshops and clinics are offered each quarter.

**Attend Career Day and on-campus interviews** to explore your options, apply for an internship, and start networking.

**Take on a leadership role** in a club, ministry, S.A., or Senate.

**Get an internship**, either during the school year or summer, in your area of interest. The online job board can get you started.

## Senior Year: Launching

Have an **up-to-date, professional resume** with all your internships and jobs—**attend a workshop** and have a career counselor and professor critique it.

**Start applying** for positions of interest fall quarter. Attend a job search workshop for extra tips. Decide which **graduate schools** you like and apply.

**Practice your interview skills** by attending a workshop and doing a videotaped mock interview in the Career & Counseling Center.

**Start networking** and attend campus interviews and events to land a position or make valuable connections.

**Check out Life After Grad:** Senior Survival Series to prepare for the real world.

If you're still searching, **attend workshops** and **meet** with the Career Counselor for help.

**Relax:** you landed a job and/or got your grad school acceptance!