

SENIORS: Job Search

ACADEMIC

- Consult with academic advisor/registrar to confirm degree requirements.

CAREER & LIFE

- Sharpen job search skills; attend Career Center events and workshops focusing on job search strategies.
- Apply to graduate and professional schools.
- Attend Job Fairs and networking opportunities on and off campus.
- Meet with Career Center Staff regularly to discuss opportunities and options. Look over your application materials.
- Identify on and off-campus recruiting opportunities.
- Network with professionals and alumni.
- Schedule a mock interview if not done previously or schedule another to improve your skills further.
- Develop a way to track your job applications.
- Submit job applications and follow-up appropriately.
- Prepare for job interviews by researching companies, market trends and salary trends.
- Develop negotiation skills, research similar job benefits and salary levels.
- Complete the USFSP Graduation Senior Survey upon graduating and let us know your post-graduation plans.

Apply for Graduation!



My Career Coach was absolutely awesome. She was very knowledgeable and gave me a layout of different paths I can take after graduation. Together we set up a personalized plan for post-graduation and I feel so much more optimistic and less afraid about my future!



OUR MISSION:

Educate and empower students to identify career goals and excel in their professional aspirations through exploration, engagement and customized career planning.

OUR VISION:

By actively engaging with the Career Center, USF St. Petersburg students will become impactful global citizens. Career Center staff will be known as knowledgeable educators who are collaborative, compassionate, superiorly skilled and supportive. The USFSP Career Center serves as the catalyst for innovative connections that inspire students, employers, faculty, alumni, and community members to create meaningful partnerships that impact our world.

OUR MOTTO:

Explore. Engage. Excel.

These three words break down the Career Exploration and Job/Internship Search processes into manageable steps. Then, we provide tools and guidance to help you choose the right path.



USF St. Petersburg Career Center
Student Life Center 2300
131 6th Avenue South, St. Petersburg, FL 33701

USFSP.edu/career



USF ST. PETERSBURG



4-YEAR CAREER ACTION PLAN



Career development is a lifelong process! Planning for your career does not happen only during your senior year.

This 4-Year Career Action Plan will help you explore, engage and excel in your future career success.

FIRST-YEAR & PROSPECTIVE STUDENTS: Self-Inquiry & Awareness

ACADEMIC	CAREER & LIFE
<ul style="list-style-type: none"> Read the USFSP catalog and explore major options that fit your career plans. Consult with an academic advisor to plan a course of study and select classes. Focus on your studies and strive for a high grade point average. Visit the Student Success Center for assistance with studying, test prep or tutoring services. 	<ul style="list-style-type: none"> Get to know upperclassmen, faculty and administrators who can provide you with information about major options. Meet with a Career Coach to identify skills, abilities, interest and values as they relate to college majors and career. <ul style="list-style-type: none"> Take the My Plan assessment Get involved with campus activities, join a student organization, or get involved with student government. Attend our annual major exploration event — Career Carnival. Investigate volunteer opportunities. Create a resumé and have it critiqued at the Career Center. Obtain a part-time job to increase your transferable skills and experience. <ul style="list-style-type: none"> Attend Part-Time Job Fairs and on-campus interview days Search for employment opportunities on Handshake



SOPHOMORES: Assessment & Exploration

ACADEMIC	CAREER & LIFE
<ul style="list-style-type: none"> Maintain good academic progress. Contact the internship coordinator in your college to determine internship requirements and begin the internship search process. Conduct research with faculty, attend success center workshops and utilize library resources. 	<ul style="list-style-type: none"> Clarify skills, abilities interests and values as they relate to potential careers. Explore career options online via onetonline.org and other online guides. Explore career options by attending employer information sessions, and view job descriptions available from employers recruiting on-campus. Further develop your resumé by adding your campus activities, volunteer experiences and part-time jobs. Schedule a mock interview in the Career Center. Continue to be involved with campus activities and student organizations. Conduct informational interviews or job shadowing with career professionals and identify career mentors.



JUNIORS: Gain Career Experience

ACADEMIC	CAREER & LIFE
<ul style="list-style-type: none"> Consult with an advisor in your major to confirm degree requirements. Continue to focus on maintaining good academic progress. Present at research symposium 	<ul style="list-style-type: none"> Meet with a Career Coach to clarify personal career path Explore career options by attending employer information sessions. Revise post-graduation career goals and specific action steps. Update your Handshake profile and resumé. Reality test your career choices by completing experiential education such as internships, study abroad, or service-learning. Continue developing skills and abilities through student organizations, internships, part-time employment, and volunteer opportunities. Request to job shadow or conduct site visits in your career field. Pick up the Career Center's Guide to Graduate School <ul style="list-style-type: none"> Explore programs and entrance requirements for graduate school. Make plans to take entrance tests appropriate to your program. Obtain 3-5 strong references from faculty, staff, advisors, supervisors, coaches, etc. Create a LinkedIn profile and use it to join groups, connect with others, and expand your professional network online.

