

Career Services 4-Semester Plan and Beyond



First Semester

- Get an early start on your career planning by visiting Career Services to learn about potential programs and services designed specifically for first year students.
- Visit the Career Services website regularly
www.sunywcc.edu/career
- Look for extracurricular opportunities and activities. The best way to make a smooth transition to college life is to [get involved](#). This can also enhance your resume.
- Think about the types of activities and classes you have enjoyed so far to begin to get an idea about the topics and [skills](#) you are most passionate about
- Schedule a career assessment through Career Services to understand how your interests, values, skills and personality may relate to potential majors and careers.

We offer the following options:

[Career Coach](#)

[FOCUS 2](#)

[MBTI-16 Personality Test](#)

[StrengthsFinder](#)



Second Semester

- As you [explore majors](#) and career options, talk to professionals on campus that have knowledge about the fields you are considering.
- Use our [Candid Career](#) tool to listen to professionals in your fields of interest
- Work with Career Services to develop a professional [resume/cover letter](#)
- Create a portfolio of academic and extracurricular projects and achievements that can be shared with potential employers
- Attend workshops and programs offered by Career Services to expand your knowledge of career and job related issues
- Go to the [WCC library page](#) for additional career resources
- Create an account on our [online job board- CCN](#) to look for summer jobs, FT/PT opportunities related to your career interests as well as register for workshops and programs sponsored by Career Services
- Find a [mentor](#)
- Conduct an informational interview



Third Semester

- Develop a professional online image; clean up any "digital dirt" on your current profiles
- Create a [LinkedIn profile](#) & E-portfolio documenting your involvement and accomplishments on campus and in your community
- Seek [internship, applied learning](#) and/or volunteer options to begin to gain experience in your field of interest and help affirm your career choice
- Learn about effective [interviewing skills](#); review your accomplishments to develop your "one second commercial/Elevator Pitch"
- [Practice your interviewing skills](#) to increase your self-confidence
- Expand your network of professionals and keep them informed of your academic/career progress
- Apply for [scholarships](#)
- Connect with [Transfer Services](#) to learn about degree and major transfer options at 4 year SUNY Schools.
- Attend Transfer Fair.



Final Semester & beyond

- Review [Career Readiness Skills](#)
- Polish/refine your resume and career portfolio
- Look for opportunities on the [CCN job board & other sites](#)
- Attend workshops specifically geared towards preparing for interviews and job fairs
- Complete a practice interview that is reviewed by a Career Counselor
- Attend the annual Career Fair/Expo
- Work directly with a Career Counselor to secure a FT or Summer opportunity; further enhancing your employability
- Evaluate your professional interview and work clothes
- Seek out professional organizations related to your field, especially those with student chapters; learn more about your future career
- Remember that [Career Services](#) is yours for life! Alumni are always welcome to meet with us and use our services