

# Career Ready Action Plan

## First Semester:

1. Visit Career Services and explore its services & resources
2. Identify the skills/experience employers are looking for in your chosen career
3. Explore career options in your field and identify your skills, values, interests, personality
4. Develop your Handshake Profile: Access at EWolf > Student Resources > Jobs Off Campus

## Choose your Plan

### Between Semesters (Winter & Summer Breaks):

1. Develop a LinkedIn Profile
2. Research companies in your field and connect with individuals
3. Conduct informational interviews, job shadows, or internships
4. Start developing a resume

### Programs with 2+ semesters to complete:

1. Conduct job searches to keep track of changing requirements in the field
2. Begin developing your resume
3. Attend Career Fairs, Employer Panels, Company Info sessions, etc.

### Final Semester:

1. Begin your job search process
2. Update your Resume
3. Develop a list of references
4. Sign up for a Mock Interview session
5. Attend Career Fairs, Employer Panels, Company Info sessions, etc.

### After Graduation:

1. Update your LinkedIn profile
2. Stay up to date by becoming a member of professional organizations in your field
3. Attend Career and Transfer Fairs or networking events

### Final Semester at FRCC

### Career Actions in the Classroom:

1. Track big projects/assignments and the skills used for them
2. Identify how to build up your interpersonal skills that companies in your field are looking for
3. Strategize! Choose topics for projects/papers related to your chosen career field

LinkedIn