



# Fourth Year Checklist

Below are examples of the career development process for a fourth year student.

<b>ASSESS</b>	<ul style="list-style-type: none"> <li>○ Identify your interests and values-discuss with Career Services how they connect to your post-grad plans.</li> <li>○ Reflect on the positive and not so positive parts of your experiences (i.e., jobs, internships, volunteering, research, extracurricular, etc.).</li> <li>○ Update Career Portfolio in College Central.</li> </ul>
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<b>EXPLORE</b>	<ul style="list-style-type: none"> <li>○ Network with Soka alumni and conduct informational interviews to learn about career paths and options.</li> <li>○ Visit the Career Library and College Central among other sites to explore various post-grad opportunities and research specific industries and employers of interest.</li> <li>○ Attend Career Services &amp; B2B workshops and events.</li> <li>○ Meet with Career Counselor for Senior Career Strategy appointments.</li> <li>○ Join professional associations and network with those in your field of interest.</li> </ul>
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<b>DEVELOP</b>	<ul style="list-style-type: none"> <li>○ Have your resume, cover letters and personal statements reviewed by Career Services.</li> <li>○ Refine your interviewing skills by signing up for mock interviews in person or via InterviewStream.</li> <li>○ Take Career 100 1-unit course (recommended).</li> </ul>
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<b>IMPLEMENT</b>	<ul style="list-style-type: none"> <li>○ Set up a job search agent in College Central and GoInGlobal among other job sites to get emails of new listings and APPLY!</li> <li>○ Attend career fairs on and off campus, info sessions, alumni panels and workshops.</li> <li>○ Pinpoint target organizations, graduate schools, and fellowships; focus your search efforts there.</li> <li>○ Work with faculty and Career Services to apply to graduate schools early.</li> <li>○ Determine key benchmarks for post grad plans and design your search around those priorities.</li> <li>○ TAKE ACTION! Don't spend too long trying to find the perfect opportunity.</li> </ul>
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