



FOUR-YEAR CAREER PLAN

LAGRANGE COLLEGE CENTER FOR LEADERSHIP AND CAREER DEVELOPMENT

YEAR 1: EXPLORE & DISCOVER (FRESHMAN YEAR)

GOAL: BUILD SELF-AWARENESS AND EXPLORE CAREER INTERESTS.

FOCUS AREAS: SELF-DISCOVERY | INVOLVEMENT | FOUNDATIONS

1

ACTION STEPS:

- FAMILIARIZE YOURSELF WITH CAMPUS RESOURCES AND OFFICES
- BOOK AN APPOINTMENT WITH CAREER SERVICES TO COMPLETE SELF-ASSESSMENTS (INTERESTS, VALUES, STRENGTHS).
- RESEARCH MAJORS AVAILABLE AT LAGRANGE COLLEGE ON OUR WEBSITE: WWW.LAGRANGE.EDU
- CREATE YOUR FIRST PROFESSIONAL RÉSUMÉ AND HAVE IT REVIEWED WITH CAREER SERVICES
- JOIN STUDENT ORGANIZATIONS AND VOLUNTEER TO GAIN EXPERIENCE.
- SET UP A LINKEDIN PROFILE AND BEGIN CONNECTING WITH PEERS AND FACULTY.
- ACTIVATE YOUR HANDSHAKE ACCOUNT FOR ON- AND OFF-CAMPUS EMPLOYMENT AND INFORMATION ON UPCOMING CAREER EVENTS AND WORKSHOPS.
- ATTEND AT LEAST ONE CAMPUS CAREER EVENT OR FAIR.

YEAR 2: FOCUS & ENGAGE (SOPHOMORE YEAR)

GOAL: IDENTIFY CAREER INTERESTS AND BEGIN GAINING RELATED EXPERIENCE.

FOCUS AREAS: CAREER DIRECTION | SKILL BUILDING | NETWORKING

2

ACTION STEPS:

- DECLARE A MAJOR/MINOR ALIGNED WITH YOUR CAREER GOALS.
- PARTICIPATE IN CAREER EXPLORATION PROGRAMS, EXTERNSHIPS, OR JOB SHADOWING.
- REFINE YOUR RÉSUMÉ AND COVER LETTER WITH CAREER SERVICES.
- VISIT THE CAREER CENTER FOR INTERNSHIPS, SUMMER JOBS, OR RESEARCH OPPORTUNITIES.
- JOIN PROFESSIONAL OR ACADEMIC ORGANIZATIONS IN YOUR FIELD.
- PRACTICE INTERVIEW SKILLS AND ATTEND NETWORKING EVENTS.

YEAR 3: GAIN EXPERIENCE & BUILD CONNECTIONS (JUNIOR YEAR)

GOAL: STRENGTHEN PROFESSIONAL EXPERIENCE AND PREPARE FOR YOUR NEXT STEP.

FOCUS AREAS: PROFESSIONAL DEVELOPMENT | LEADERSHIP | PREPARATION

3

ACTION STEPS:

- COMPLETE A MAJOR INTERNSHIP, CO-OP, OR FIELD EXPERIENCE.
- TAKE ON LEADERSHIP ROLES IN STUDENT OR COMMUNITY ORGANIZATIONS.
- UPDATE YOUR RÉSUMÉ, PORTFOLIO, AND LINKEDIN PROFILE.
- ATTEND CAREER FAIRS AND EMPLOYER INFORMATION SESSIONS.
- EXPLORE GRADUATE SCHOOL OR POST-GRADUATION OPPORTUNITIES.
- REQUEST LETTERS OF RECOMMENDATION FROM FACULTY AND SUPERVISORS.

YEAR 4: TRANSITION & LAUNCH (SENIOR YEAR)

GOAL: FINALIZE YOUR PLANS AND CONFIDENTLY MOVE TOWARD YOUR CAREER OR GRADUATE SCHOOL.

FOCUS AREAS: EXECUTION | NETWORKING | TRANSITION

4

ACTION STEPS:

- FINALIZE JOB OR GRADUATE SCHOOL APPLICATIONS.
- MEET WITH CAREER SERVICES FOR APPLICATION AND INTERVIEW SUPPORT.
- PRACTICE INTERVIEW AND SALARY NEGOTIATION TECHNIQUES.
- ATTEND CAREER READINESS WORKSHOPS (ETIQUETTE, PROFESSIONALISM, FINANCIAL LITERACY).
- MAINTAIN AND EXPAND YOUR PROFESSIONAL NETWORK.
- CELEBRATE YOUR ACCOMPLISHMENTS AND STAY CONNECTED AS AN ALUM.

Career Success Starts Here!

THE LAGRANGE COLLEGE CENTER FOR LEADERSHIP AND CAREER DEVELOPMENT IS HERE TO GUIDE YOU EVERY STEP OF THE WAY.

CONTACT US: CAREERCENTER@LAGRANGE.EDU | WWW.LAGRANGE.EDU |