



THE CENTER FOR ACADEMIC ADVISING & CAREER ENGAGEMENT

Career Mapping and Planning

Your Vocation

Ask yourself how you will share your gifts and talents in the service of others to make an uncommon impact in a common world. Take time to reflect on what calls you to your field of study, and consider how your vocation within your career intersects with your vocation(s) within your family, faith, and community.

The earlier you engage in discovering your gifts and talents through experiences, the better the outcomes in your career planning. Meet with your Academic and Career Advisor early in your journey and check in throughout your process. The following plan is a general career development timeline allowing for flexibility in your progress.

First Year

- Meet with your Academic and Career Advisor
- Begin exploring careers and majors that match with your gifts and interests
- Activate your Handshake account by logging into cuw.joinhandshake.com to create your Handshake profile
- Explore student groups and experiences that match your interests
- [Create a resume](#) and LinkedIn profile
- Secure an internship, job, volunteer opportunity, or service project that assists in discovering your gifts, talents, and abilities
- Work with your Advisor on timelines and strategies to work around study abroad plans
- Reflect on vocation

Second Year

- Meet with your Academic and Career Advisor in the Fall to plan for a summer internship
- Update your professional documents and profiles with summer and first year campus experiences
- Research employers and professions to identify possible summer internships
- Attend career fairs and workshops, employer information sessions, and events
- Continue to be involved in student group experiences and consider leadership positions
- Utilize career tools and techniques to begin developing your professional [network](#)
- Explore Handshake and other recommended resources for jobs and internships in your field of interest
- Schedule a practice interview with your Academic and Career Advisor
- Work with your Advisor on timelines and strategies to work around study abroad plans
- Reflect on vocation



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Third Year

- Update your professional documents and profiles with summer and second year campus experiences
- Focus on campus group involvement and leadership positions to your targeted career interests
- Meet with your Academic and Career Advisor in the Fall to plan for a substantive summer internship strategy
- Begin applying for internships in Fall semester and reach out to your [network](#)
- Continue to work on developing and securing career connections
- Research graduate school options and timelines, if this is a step in your career plan
- Attend career fairs, employer information sessions, and career workshops
- Master interviewing skills through Mock interview experiences with your advisor
- Work with your Academic and Career Advisor on timelines, strategies, and workshops to plan around study abroad
- Reflect on vocation

Fourth Year

- Meet with Academic and Career Advisor early in the Fall, and as needed, to support your job search or graduate school application process
- Update your professional documents and profiles to include all current experiences
- Maximize career resources, workshops, and employer information sessions; review job search strategies and interviewing skills with Academic and Career Advisor
- Attend career fairs and workshops, employer information sessions, and events
- Continue to make professional contacts and access CUW alumni network
- Begin applying for jobs in Fall semester and reach out to your [network](#)
- Remember career development and job searching is a process and a change of plans is natural – your Academic and Career Advisor is here to help
- Complete the First Destination Survey once your career or graduate school plans are confirmed
- Reflect on vocation beyond graduation

After Graduation

- Keep the CAACE and Alumni offices up to date on your career
- Share job and internship opportunities at your employer on Handshake
- Become a mentor to a CUW student and be active on CUW Connect