



IT DOESN'T HAVE TO BE CONFUSING...

## Career Roadmap – Your Path to Career Success

# 1

### Know Yourself

Before choosing a major or career, you must first know yourself. It is important to learn about who you are, what you like, and what is important to you when thinking about majors and careers.

- What are your interests?
- What are your skills and abilities?
- What values are important to you in choosing a major and career?
- How does your personality relate to choosing a major and career options?

# 2

### Explore and Choose Options

Once you know yourself better, you can begin to move forward in the decision-making process. Connect what you learned about yourself to options that are right for you.

- What are all available majors/concentrations?
- What are the academic requirements for your major(s)/concentration(s)?
- What types of jobs are associated with particular majors/concentrations?
- How do you connect skills and education with career options?
- How do you make decisions and set goals about major/career choices?

# 3

### Gain Knowledge and Experience

Once you make decisions about the direction you would like to take with your major or career path, you can begin to gain knowledge and experience.

- How do you gain work experience?
- Is graduate or professional school required for your area(s) of interest?
- How do you finalize your resume and create effective cover letters?
- How do you develop and create your portfolio?
- How do you develop networking, interviewing, and negotiation skills?
- How do you build and utilize your network?
- How do you create an action plan and begin the job search process?

# 4

### Put It All Together – The Job Search Process

Once you have gained experience and learned the necessary tools to find opportunities, you can begin the job search process.

- How do you effectively market your skills and experiences to employers?
- How can you identify professional opportunities?
- How do you continually develop and maximize your network?

As you progress in your career, it's important to remember to set goals and assess your interests, skills, and values on an ongoing basis. Seek out opportunities for career growth and enrichment. The Career Roadmap can be used to evaluate your situation, decide whether to change career paths, and learn how to approach a new job search.

 DEPAUL UNIVERSITY  
CAREER CENTER

Find out more at  
<http://careercenter.depaul.edu>



## 1 Know Yourself - How?

- Meet with a career advisor
- Use the CHOICES Planner
- Attend relevant Career Center workshops such as:
  - Myers-Briggs Type Indicator (MBTI)
  - Strong Interest Explorer
  - Skills and Accomplishments
  - Work Values

## 2 Explore and Choose Options - How?

- Research majors in the online Undergraduate Course Catalog
- Research career resources including:
  - What Can I Do With a Major In..? [http://www.careercenter.depaul.edu/student/explore/selecting\\_major.aspx](http://www.careercenter.depaul.edu/student/explore/selecting_major.aspx)
  - Occupational Outlook Handbook - <http://www.bls.gov/oco>
  - O\*NET - <http://online.onetcenter.org>
- Meet with an academic or career advisor
- Conduct informational interviews using DePaul's Alumni Sharing Knowledge (ASK) Program, <http://ask.depaul.edu>
- Consider finding on-campus and other part-time employment, including an internship or co-op
- Consider volunteer work and community service
- Attend career networking events
- Attend relevant Career Center workshops such as:
  - Major Decisions
  - Networking Skills
  - Making Connections

## 3 Gain Knowledge and Experience - How?

- Gain professional experience through on-campus employment, co-ops, internships and part-time jobs
- Look for additional opportunities to volunteer, study abroad, assist with research, or get involved with community service activities
- Attend relevant workshops such as:
  - How to Find On-Campus Employment
  - How to Find an Internship
  - Introduction to Resumes and Cover Letters
  - Interviewing Skills
  - How to Prepare for Graduate School
  - How to Build a Portfolio
- Find job shadowing and practice interviewing opportunities through the Alumni Sharing Knowledge (ASK) Program
- Join student and/or professional organizations
- Meet with your career advisor and/or faculty in your major(s) for insight into internship opportunities
- Talk with your academic advisor for recommendations on courses & major requirements
- Earn and learn: fulfill your experiential learning requirement through an internship with the University Internship Program (UIP)
- Create a portfolio of your work and accomplishments

## 4 Put It All Together – The Job Search Process - How?

- Attend relevant workshops such as:
  - How to Work a Job & Internship Fair
  - Job Search Strategies
  - Advanced Resumes and Cover Letters
  - Advanced Interviewing
  - Negotiation Skills
- Participate in practice interviews and practice presenting your portfolio
- Meet with your career advisor to discuss job search strategies
- Attend the Career Center's job and internship fairs
- Consider DePaul's On-Campus Interviewing (OCI) opportunities