

CAREER FOUR YEAR PLAN

THIRD YEAR



Start early and stay focused!
The following are recommendations for staying on track and avoiding senior year stress. Questions? Contact Christie Andersen, Career Development Specialist at ceandersen@colum.edu.

JUNIOR YEAR: GET INVOLVED AND GAIN EXPERIENCE

- Narrow down your list of career options to industries and specific job functions.
- Look for career presentations sponsored by Career Initiatives or your department.
- Check [ColumbiaWorks](#) for internships and start reading the full-time job postings to see the experience they require.
- Start applying for internships if you have not already done so. Contact your department Internship Coordinator and plan well in advance- at least a semester beforehand.
- Conduct at least one informational interview per semester to explore your options and to build your network.
- Start developing your portfolio by using resources in the Portfolio Center.
- Take the opportunity to get your portfolio-in-progress reviewed by someone working in your industry and also allows you to gather information on the field.
- Research professional organizations in your career of interest and consider joining.
- Stay connected to a faculty mentor to learn about career-focused events within your department.
- Read trade publications, available in the library, to learn the language and developments of the industry.
- Consider graduate school and explore whether programs will help you be better prepared for your desired career.
- Have your resume reviewed by supervisors, by professors, and/or the Career Development Specialist... the more views the better.

NOTES AND NEXT STEPS:
