

YOUR CAREER PLAN

1. Explore Your Options

- Schedule an appointment via CyHire with Human Sciences Career Services to familiarize yourself with resources
- Login to and update your CyHire (Career Management System) account <https://cyhire.iastate.edu/students>
- Begin building your resume and have it reviewed by Career Services staff
- Become familiar with the Human Sciences Career Services website <http://www.hs.iastate.edu/career-services/>
- Begin to build your professional wardrobe
- Attend career fairs and career-related presentations
- Review the privacy settings of your social media accounts and ensure appropriate public content
- Consider joining related student organizations
- Learn about internship, part-time, summer, or volunteer opportunities related to your interests and major
- Identify professionals in your field of interest for informational interviews or job shadow opportunities

2. Make a Plan

- Update your resume with any new experiences
- Continue to attend career fairs and career-related presentations
- Draft a cover letter to review with Career Services
- Check CyHire regularly for internship listings and on-campus interviews
- Consider leadership positions in your student organization(s)
- Participate in volunteer work and/or jobs to develop new skills
- Join at least one professional organization in your interest area
- Investigate internship opportunities through career services and academic departments
- Continue to build your professional wardrobe
- Apply for summer positions or an internship related to your field of interest

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College of Human Sciences Career Services

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3. Engage

- Continue to update and refine your resume and cover letter
- Attend career fairs and professional workshops
- Identify those in your field with whom you can network
- Schedule a mock interview with Career Services
- Build skills through leadership positions in student organizations
- Ask former/current supervisors and professors to serve as references
- Obtain related experience/an internship

Attending graduate school:

- Prepare for and take appropriate entrance exams (GRE, MCAT, GMAT, etc.)
- Seek advice from ISU professors and current graduate students in your field
- Research graduate programs and request information from schools of interest

If you plan to seek employment:

- Check job listings and on-campus interviewing on CyHire regularly
- Develop an employer prospect list

4. Achieve Your Goals

Attending graduate school:

- Finalize your list of prospective schools. What is the best time to apply?
- Speak to professional schools at the career fairs
- Continue to attend career-related presentations
- Write and polish your personal statement for others to review
- Ask for recommendations from 2-3 faculty members and/or supervisors
- Develop potential alternative plans to graduate school
- Report your plans to Career Services

If you plan to seek employment:

- Update your resume and cover letter
- Attend career fairs and career-related presentations
- Update your employer prospect list
- Check job listings and on-campus interviewing on CyHire as well as other resources regularly
- Apply for jobs and participate in interviews
- Evaluate job offers, gather salary data, and discuss options with Career Services
- Report your plans to Career Services