

FOUR-YEAR CAREER PLAN

WITH ADVANCED PLANNING, YOU CAN DEVELOP CAREER-RELATED SKILLS
AND EXPERIENCES THAT WILL HELP YOU FIND A GREAT CAREER AFTER
GRADUATION!

1

EXPLORE

- Complete the Typefocus career assessment offered in University 110 to identify career fields that fit with your interests, values and abilities.
- Meet with the Career Services Counselor to review career goals and verify your major selection.
- Explore fields of potential career interest through Internet research, information interviews and job shadowing.
- Develop computer proficiency, effective communication skills, social skills, public speaking, research and organizational skills.
- Create a LinkedIn Profile
- Log in to the Handshake to activate your profile and upload a beginning resume.

2

DECIDE

- Discuss major studies and career options with Career Services Counselors, academic advisors and appropriate faculty.
- Begin to create your career network using Careershift and LinkedIn
- Your Career Services Counselor can connect you to members of the Parent & Alumni Professional Network to begin building a network of contacts in career fields of interest.
- Get involved with campus activities such as career fairs, workshops, clubs and organizations.
- Update your resume and have it critiqued in the Career Center. Upload new resume to Handshake.

3

EXPERIENCE

- Participate in an internship in your targeted career field and gain valuable experience.
- Continue building a career network through personal and professional contacts.
- Explore graduate school programs for career development. Attend career fairs.
- Begin to collect evaluations and letters of recommendation for your job search from internship and part-time job supervisors and faculty
- Research potential employers to learn about their organizational culture, structure and recruitment patterns.
- Attend Career and Personal Development workshops offered by the Career Services Center. (Log into Handshake for a list of events).

4

ACHIEVE

- Begin your job search! Visit the Career Services Center to have your final resume critiqued. Upload new resume to Handshake and update your account information.
- Start searching six to nine months before graduation
- Plan a job-search strategy for securing a full-time position.
- Make sure your voicemail messages and e-mail addresses are professional.
- If attending Graduate School, complete entrance exams and applications during the fall semester.
- Use the campus resources such as Handshake, and Careershift.



It is in your freshman year that you begin the career counseling process to decide the direction you want your career to take and what kind of college major you will need to get there.

Our professionally trained staff are here to provide high quality, personable, and accessible opportunities for students to choose a major and find and develop clear career objectives. Please schedule an appointment with a Career Counselor by calling our office at 843-349-2341 or emailing us at career@coastal.edu.

HERE ARE A FEW ONLINE RESOURCES TO HELP YOU GET STARTED:

<https://coastal.joinhandshake.com/stu>

<https://www.careershift.com/?sc=CoastalCarolina>

<https://www.bls.gov/ooh/>



@CCUCAREER AND CCUCAREERSERVICES

Career Services Center
Student Union A203 | coastal.edu/career | 843-349-2341 | career@coastal.edu

Scan the QR code for additional
career services resources

