

CAREER & PROFESSIONAL DEVELOPMENT: THE JACKSON BLUEPRINT

3rd Year Undergrads/ 1st Year Grads: Build Your Brand

	ACTION	TIMELINE
Step 1	Sign up for the JSIS mailing list to get the latest information on jobs, internships, and networking events. Consider participating in the Jackson Student-Alumni Mentor Program.	October
Step 2	Continue to explore and research internship, career, and further education options. It's never too early, or too late to start.	October - December
Step 3	If you haven't already, join the JSIS LinkedIn group and build your profile.	October - November
Step 4	Start attending UW career center workshops and JSIS career events more regularly. The more you know, the easier it will be to make your applications more polished and professional. What are your rivals doing right now?	Ongoing
Step 5	Attend your first networking event. The UW career center and the JSIS career center regularly advertise where a variety of networking events can be found.	September - April
Step 6	Attend your first career fair. The pressure's off this year, so why not? Going this year gets you ahead of your rivals, and means you can a) start learning more about companies and jobs that interest you, b) talk to the people who work for these companies and learn what they're looking for in new hires. It's worth it.	September - May
Step 7	Apply for further internship opportunities. By now you should be able to put at least 3 items into the "experience" section of your resume. Remember, a good internship should be one that you can commit to for at least 3 months, ideally more. Ask about the possibility of stretching your internship over multiple quarters.	Ongoing
Step 8	Continue to develop other professional skills. This means working with databases/ information entry, refining public presentation skills, learning media editing software like Adobe Creative Suite, and developing social media skills to include marketing. Continue your language study, if applicable.	Ongoing
Step 9	Continue to develop your leadership and community experience. Update your LinkedIn profile and resume.	Ongoing

