

# CAREER & PROFESSIONAL DEVELOPMENT: THE JACKSON BLUEPRINT

## Final Year Students: Make Your Move

	ACTION	TIMELINE
Step 1	Update your Husky Jobs and LinkedIn Profile to reflect any updates in experience, skills, and interests.	September - October
Step 2	If you haven't already, join the JSIS LinkedIn group and mailing list. Sign up for the Mentor Program and network with alumni in your target career field.	September - October
Step 3	Check Husky Jobs and the JSIS careers newsletter frequently for opportunities that interest you. Ask the JSIS career center for their free template if you want to make your own business cards.	Ongoing
Step 4a	Considering further education? Now's the time to look at applications, gather transcripts, study for tests, and approach professors for letters of recommendation.	September - December
Step 4b	Considering the Foreign Service? Start studying for the exam and learn how to build your FSO resume by attending relevant info sessions and investigating the 13 dimensions.	October - June
Step 5	Polish up your resume to its most current version. Include all new skills learned, experience gained, volunteer time served and honors won. Think about recent classes and research projects too.	January - February
Step 6	Attend as many career fairs as you can, ideally starting in fall. Talk to employers and learn what they're looking for. Bring your resume, and adjust it to fit exactly what they're looking for before you apply.	September - May
Step 7	Reach out to LinkedIn, personal, and JSIS alumni connections for job search advice, leads, and information. Research the companies you're targeting through their websites and check out employee reviews and interview experiences on glassdoor.com.	Ongoing
Step 8	Start preparing your cover letters and polished answers to the standard interview questions. Check out the JSIS careers site and blog for templates.	May - June
Step 9	Submit those applications, go to those interviews, and get that job! Also, let us know how it all turned out!	It's up to you now!

