

NOVO CAREER ADVANTAGE

New College's Four-Year Plan: Steps for Success

1

EXPLORE

By Contract 2

- Take the *Focus 2 Career Assessment* to explore AOC and career options
- Career exploration appointment with CEO Career Coach
- Complete Handshake profile
- Explore options for resume-building experiences (internships, REUs, study abroad, campus leadership, jobs, volunteer, and ISPs) with faculty advisor and CEO Career Coach

2

PREPARE

By Contract 4

- *Communicating Skills in Writing: Resume/CV Writing or Review* appointment with CEO Student Career Assistant or Career Coach
- Participate in the *Novo Network Mentorship Program* or networking appointment with CEO Career Coach
- Create LinkedIn profile to network for contacts and experiences

3

By Contract 6

- *Communicating Skills Verbally: Mock interview* with the CEO
- Strategic Career Planning appointment with CEO Career Coach
- Have at least one resume-building experience completed (internships, REUs, study abroad, campus leadership, jobs, volunteer, and ISPs)

4

TAKE ACTION

By Contract 7+

- Attend Fourth-Year Kick-Off
- Fourth-year check-in with CEO Career Coach
- Update and upload resume on Handshake
- Update LinkedIn profile

THROUGHOUT COLLEGE EXPERIENCE

- Gain experience through internships, research, REUs, ISPs, jobs, volunteer, and campus leadership positions
- Explore global scholarships and fellowships to support your professional aspirations
- Meet professionals in careers that interest you through job shadowing and outreach
- Attend employer/grad school networking events

