



## Career Checklist

### Freshman

- Draft a resume and update regularly
- Consider the INSPIRE LLC
- Get involved in School of Education groups like GROW, UNITE, SCEC, etc.
- Attend School of Education workshops and professional development activities

### Sophomore

- Start an electronic portfolio and update regularly
- Complete your Career Connections Online profile
- Update your resume
- Visit the Technology Teaching Lab (Room 2010)
- Attend School of Education workshops and professional development activities
- Continue involvement in School of Education, university, and/or community groups

### Junior

- Create a LinkedIn profile
- Start thinking about references and letters of recommendation
- Attend Pre-Professional meetings for student teaching
- Update resume and electronic portfolio
- Participate in #ntchat (New Teacher Chat) on Twitter - Wednesdays at 8:00 p.m. EST
- Complete CPR and suicide prevention certification
- Consider taking M202 Job Search Strategies for Educators (ideal to take junior year)
- Attend School of Education workshops and professional development activities
- Seek leadership positions in School of Education, university, and/or community groups

## Senior

Take M202 Job Search Strategies for Educators (if you have not already done so)

Upload updated resume to Career Connections Online (ideally in fall)

Schedule an appointment with a Career Connections advisor

Finalize portfolio and add link to resume, business cards, Twitter and LinkedIn profile, etc

Attend School of Education workshops and professional development activities

Collect letters of recommendation

Network through LinkedIn, Twitter, professional organizations, etc.

Attend Interview Day (April)

Join professional organizations (often cheaper to join as a student)

## Alumnus

Respond to First Destination Survey (fall after graduation)

Update LinkedIn profile and Career Connections Online profiles

Respond to post-graduation survey (two years post-grad)

Seek out leadership positions in professional organizations

Consider a graduate degree or additional certification