



MASTER'S STUDENT

Career Development Timeline

MAKING PROGRESS

Year One

- Introduce yourself and get to know other graduate students and faculty in your department and around campus.
- Evaluate your network. Identify where your network is strong and make a plan to strengthen your network where there are gaps.
- Join relevant professional associations and attend professional conferences to learn more about your field and to network.
- Conduct informational interviews with relevant companies and/or positions. If applicable, join professional organizations to expand your network.
- Create a LinkedIn account and update it regularly.

MAKING PROGRESS

Summer

- Draft necessary application materials such as a resume, cover letter, and other applicable documents.
- Use Alumni Fire to find a trusted mentor to discuss your career goals, and have someone to review application materials.
- Use the summer to get experience i.e. internship, research assistant position, practicum, or other graduate-level opportunity to build your skills and network.



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Career Development Timeline Cont.

FINISHING UP *Year Two*

- Consider taking on a leadership role on campus through ASUU or in a low-impact departmental or campus committee.
- Tailor your resume and cover letter for your field.
- Continue to conduct informational interviews, attend networking events and professional conferences to meet potential employers in your field.
- Create a calendar of your job applications deadlines.
- Update your LinkedIn profile to reflect graduate level experiences.
- Utilize professional organization contacts to explore and identify job openings.
- Practice interviewing with a trusted peer, mentor, or your Graduate Career Coach.
- Research salaries in your field and practice negotiation with your Graduate Career Coach.