1. Who am I?
2. What can I do?
3. How do I get there?
4. What do I do first?
SELF-ASSESSMENT

- Who am I and what makes me unique?
- How do these traits fit a job?
- How can I sell these qualities to employers?

SKILLS
VALUES
INTERESTS
PERSONALITY
EXPERIENCES
WHAT CAN I DO?

RESEARCH:
• Publications
• Internet
• Informational Interview
• Networking e.g. LinkedIn
INFORMATIONAL INTERVIEWING

- A conversation with someone in an attractive job
- Gathering information and advice
INFORMATIONAL INTERVIEWING

• Inside information, current trends
• Discover career paths you didn’t know existed
• How can you become qualified?
• Initiate a professional relationship and expand network
MARKETING TOOLS

RESUME
• Easy to Read
• Tailor to Specific Job
• Tell a story w/ details

COVER LETTER
• 3 Major Points
• WIIFM
• Ask for an Interview

NETWORKING
• Use your Network
NETWORKING

• Leveraged introductions, non-threatening
• Helping the friend of a friend
• People like giving opinions
• Based on trust
CONTACT RESOURCES

• Alumni
• Faculty and Staff
• Family & Friends
• Past Employers
• Career Center
• “Anybody you happen to know”
Remember:

Don't Ask for a Job!

...Huh?
ARE YOU READY?

• Overcoming Fear or Insecurity
• Overcoming Uncertainty
• Motivation

“Courage is being scared to death but saddling up anyway” — John Wayne
DON'T PROCRASTINATE

Maybe I should have started sooner!

the longer you wait the worse it gets
ADDITIONAL ASSISTANCE

The Willamette
Career Center
3rd Floor UC
(503) 370-6413

http://willamette.edu/dept/careers
Resources that will help you

• Career Roadmap
• Job Search video
• CareerBeam: create a “Profile”
  http://www.willamette.edu/dept/careers/vcc/careerbeam/index.html