# **Student Services**



## Individual Career Counseling

Appointments with professional career counselors for career planning, job search, practice interviews, and graduate school preparation.

## Drop-In Advising

Brief drop in career consultations for resume and cover letter reviews, questions about graduate and professional school admissions, and job search tips.

### Workshops and Webinar Library

Join a workshop or watch a webinar presented by our professional staff to gain expertise about a variety of topics including:

- Resume and cover letter writing
- Interview techniques
- Job and internship search strategies
- Networking
- Preparing for the career fair
- Applying to graduate school
- Career panels

#### **Employer Events**

Attend in-person and virtual info sessions, industry panels, and on-campus interviews hosted by employers who want to recruit UCI talent.

## Handshake

Find job listings for part-time and full-time jobs, internships, work-study, campus jobs, summer and seasonal positions. Handshake is used to register for Division of Career Pathways' workshops, career fairs, employer info sessions, and counseling appointments.

# **Focus**<sup>®</sup>2

Take career self-assessments, compare occupations and salaries, and see job possibilities related to your major. Recommended for undeclared majors and students looking to explore options.

# CareerSpots

Watch quick, career advice videos on topics like interviewing, networking, job searching, and more.

## -o-biginterview

An online mock interview platform that combines training and practice to help you improve your interview technique and build your confidence.

#### **Resume Support**

Visit <u>career.uci.edu</u> for resources including sample resumes tailored by school (<u>Resumes and Samples</u> webpage) and ethical and effective tips for using ChatGPT in your job search (<u>ChatGPT, AI, and the</u> Job Search webpage).

#### Professional Photo Booth

Get **FREE** professional photos with our Professional Photo Booth



Learn more at career.uci.edu/professional-photo-booth

### **Career & Graduate School Fairs**

- All Majors Career Fairs (Virtual & In-person) fall, winter, and spring quarters
- STEM Career Fair (In-Person) fall quarter
- Public Service & Social Impact Career Fair (In-Person) winter quarter
- Graduate School Fairs fall and spring quarters

# **Career Direction**



#### **Career Counseling Appointments**

Create an action plan and develop a career planning timeline to give your career search direction. Make an appointment with us on Handshake.

#### Self Assessments

Explore through assessments such as Focus 2 (<u>career.uci.edu/focus-2-career</u>) and learn how your interests, skills, values, and personality can help identify career paths of interest.

### **Research Careers**

Use tools like Focus 2 (<u>career.uci.edu/focus-2-</u> <u>career</u>) and conduct informational interviews with professionals to find careers which match your interests. Check out our career panel video recordings (<u>career.uci.edu/webinar-video-library</u>), like our Career Discover Series, to learn from professionals in fields of interest.

#### **Get Involved**

Start getting involved in campus activities, organizations, or jobs that fit your interests. Take on leadership roles and gain experience. Join a DCP Club Affiliate, which are clubs who partner with DCP to promote professional development (career.uci.edu/resources-for-student-clubs/clubaffiliates).

### **Test Drive a Career Field**

Consider applying for an internship to gain relevant experience, network with professionals, and see what the career is like firsthand.

#### Prepare for the Job Market

Attend workshops (e.g. Resume, LinkedIn, Internship, Job Search, and more). Get your resume and cover letter reviewed and participate in a oneon-one practice interview.

#### THE CAREER JOURNEY

#### WHO AM I?

Assess your:

- Interests
- Skills
- Motivations

## Values

#### WE CAN HELP

- Individual Appointments
- Career
  Assessments

## WHAT CAREER IS

#### BEST FOR ME?

Evaluate options: • Intern

- InternVolunteer
- volunteer
- Informational Interviews

#### WE CAN HELP

- Individual Appointments
- Career Assessments



## QUESTIONS?

Make an appointment on Handshake to meet with a Career Educator



#### WHAT'S OUT THERE?

Explore:

 Job descriptions Career outlook



 Educational requirements

#### WE CAN HELP

- Individual Appointments
- Handshake
- Career panels
- Employer Info Sessions

#### NEXT STEPS

- Write a resume / cover letter
- Networking
- Search for a job
- Apply for positions / graduate school
- Build online
  presence

#### WE CAN HELP

- Individual Appointments
- Career Fairs
- Workshops
- Handshake
- Going Global
- LinkedIn
- Internship Programs