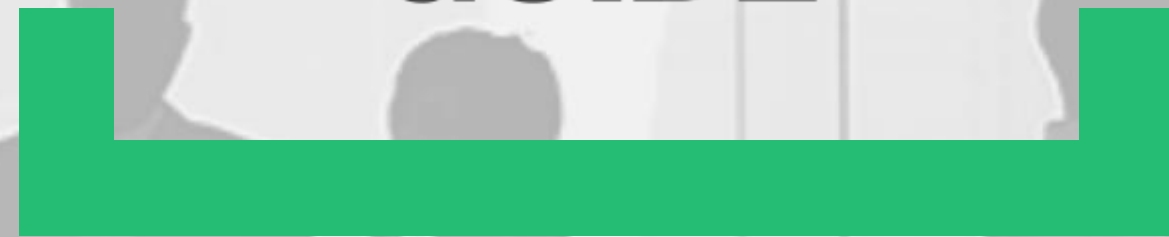


SUNY KOREA CDC

YEAR ONE GUIDE



What You Must Do

SBU

- Decide which year you want to study in the U.S.

FIT

- Decide if you want to pursue U3-U4 at a campus overseas– U.S. or Italy.
(This will change the course of your career development and the time.)



What You Must Do

Schedule your first Appointment with CDC Staff



Book a session with CDC Advisor

- Discussing if the major is not your fit
- Discussing potential career paths by major/ program.
- Receiving review on your first draft of Resume.

Create Your First Resume

- To maximize the impact, have your resume critiqued by someone around you or a CDC advisor

What You Can Do:

Additional Steps To Get Ahead With Your Career

Conduct Career Research



Self-Assess

- Identify potential career options of interest
- Search SUNY alumni and faculty in the field and observe the career progression he/she makes (via. LinkedIn or directly)
- Read broad macro/ industry articles

Birkman Method Assessment

- Career Exploration Report can be derived from the result of the Birkman Assessment, which can provide the best career choices and the deep understanding of oneself
- The report helps confirm the career choices you have refined, show alternative career choices, and build your personal awareness of the strengths, motivators, and working environments for success

What You Can Do:

Additional Steps To Get Ahead With Your Career

Explore Career Path Way (by Major)

Consult

- Talk to your professors or advisors of your department



CDC Resource

- Refer to CDC Resource: CDC Career Paths by Major
- Get a feel of hiring trends and strategy for skills you may want to develop towards a future career

Also, **Connect** in meaningful ways with other students, faculty, staff, alumni.

What You Can Do:

Additional Steps To Get Ahead With Your Career

Consider Campus Activities/Leadership Positions

- Roles at USC, student clubs, housing RA's, and work-study employment opportunities within many SUNY Korea departments.
- **Apply** if the opportunity seems fit with your interests



What You Can Do:

Additional Steps To Get Ahead With Your Career

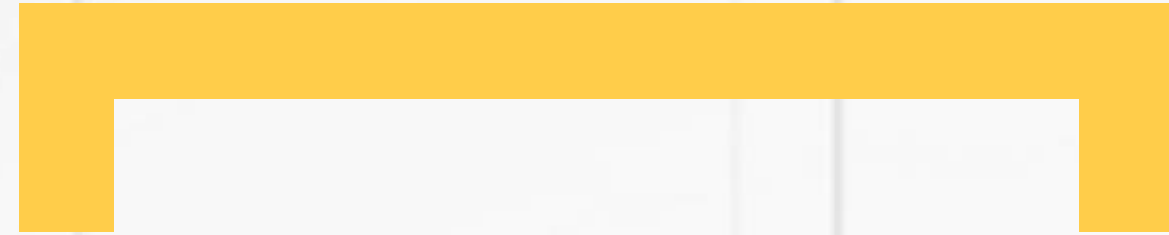
Attend CDC Workshops & IGC Career Events

- Career Design School for initial steps of career preparation
- Career Talk to You: Two-way interactive lectures from professional lecturers
- Alumni Panel Event to hear directly from SUNY Korea alumni



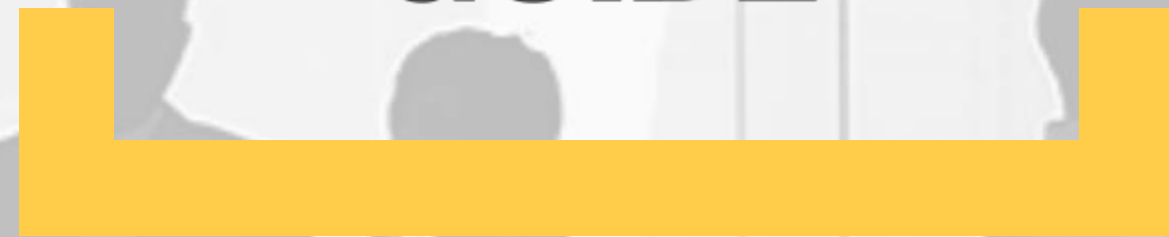
Also, Set up your first **LinkedIn Account** to be familiarize yourself with the website.





SUNY KOREA CDC

YEAR TWO GUIDE



What You Must Do 1

Connect to Professionals

- Speak to upper year students, faculty, alumni, parents and CDC staff
- Refine career interests and increase understanding of the particular career landscape

Start Applying for Professional Experiences

- Be active with *research, short-term projects, student leadership positions and internship*
- All of this will be foundations for understanding about a career and for your resume



What You Must Do 2

Update your Resume and LinkedIn profile:

- Update your academic progress and co-curricular professional experiences to your Resume and LinkedIn profile
- Begin to expand your LinkedIn network of professionals to faculty, company (internship) and alumni

Start Applying for Professional Experiences

- Polish your Applications: *Resume and Cover Letter*. If needed, receive help with Interview Preparations.
- Update on your academic and professional progress, and with your needs and career interests.
Talk about research projects, summer jobs and internships.

(FIT)

- If you decide to get a job after graduation, inform CDC staff of your intended career plans so staff can assist actively with job application / referrals to companies / alumni updates

What You Can Do:

Additional Steps To Get Ahead With Your Career

Conduct Career Research

- Identify potential career options of interest and continue career exploration
- Join professional organizations in the field of interest to receive regular industry updates & news

Attend CDC Workshops & IGC Career Events (Same as Year-One)

- Career Design School for initial steps of career preparation
- Career Talk to You: Two-way interactive lectures from professional lecturers
- Alumni Panel Event to hear directly from SUNY Korea alumni.



What You Can Do:

Additional Steps To Get Ahead With Your Career

- Be active on school activities (Club, Volunteering, Leadership, etc.)
- Start Applying for Internships/ Volunteer Opportunities
- Look for Contest / Competitions and more (공모전/ 대외활동)
- Useful URL's:

linkedin.com; indeed.com; jobkorea.com; 네이버 독취사카페, etc.





SUNY KOREA CDC

YEAR THREE GUIDE



What You Must Do

Apply For Internships

- Secure meaningful internships and/or research experiences that can direct your career decision

Reconnect With CDC Staff

- Polish your Application and APPLY

: This includes resume, cover letter and interview preparation. Request a Mock Interview.

- Update on your accomplishments and interests to CDC staff

: CDC staff can notify the student with the following opportunity, and can make direct referrals to the company.

(SBU) Inform CDC Staff with your intended career plans and where you want to apply for jobs (Korea/ U.S./ other countries)



What You Can Do:

Additional Steps To Get Ahead With Your Career

Continue Building Up on Career Research

Identify potential career options of interest and continue career exploration

- Join professional organizations in the field of interest to receive regular industry updates & news.
(continued from Year-Two)
- Follow & read relevant publications to keep up with the latest conversations/ trends in the field of interest.
Stay updated to industry news.

Actively Apply for Professional Experiences

- Contest, Boot Camp, Volunteering at a professional organization, and more.



What You Can Do:

Additional Steps To Get Ahead With Your Career

Prepare for Interview

- Polish interviewing skills through Mock Interview with CDC staff. Interviewing is also a skill that requires practice.
- Polish your interviewing skills and through Mock Interview with CDC Staff and other supportive members ;friends, family, faculty.

Connect with Professionals and Network (Continued from Year-Two)

- Develop and maintain meaningful lasting professional relationships with professionals and alumni.
- Use this connection to further learn about industry-specific trends and hiring update.



What You Can Do:

Additional Steps To Get Ahead With Your Career

Develop your Skills

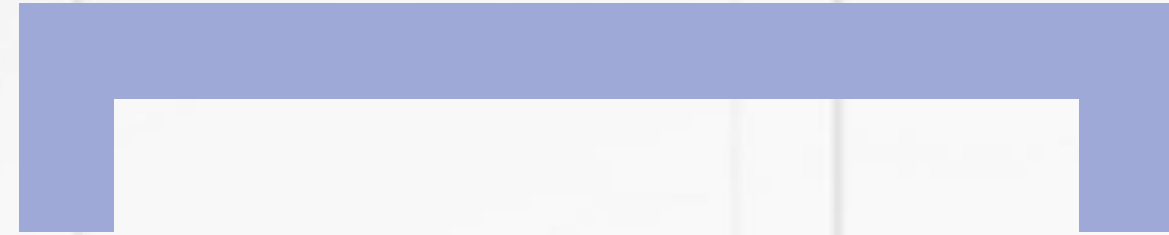
- Identify the top skills desired in your 1-2 industries of interest and develop those skills through coursework, online tutorials, project work and co-curricular activities.

Attend CDC Workshops & IGC Career Events (All Years)

- Career Build-up School**: Specialized program for U3-U4 to prepare for employment
- Career Talk to You: Two-way interactive lectures from professional lecturers
- Alumni Panel Event to hear directly from SUNY Korea alumni
- Recruitment Fair



Follow Companies that you are interested in (Homepage, LinkedIn and more)



SUNY KOREA CDC

YEAR FOUR GUIDE



What You Must Do 1

Develop an Action Plan for your Next Steps

- Finding a Job
- Applying to Graduate Schools
- Any other Next Steps

Reconnect with CDC Staff

- Finalize Application Documents for Job Application - Resume & Cover Letter
- Top your Interviewing Skills to attain an employment of a desired position
- Counsel about Graduate Schools on program
- If needed, review graduate school application and statement of purpose
- Request general counseling for plans after graduations



What You Must Do 2



(SBU & FIT) Continue your Communication with CDC Staff

- Receive updates on employment trends in Korea if you plan to return after the year overseas
- Let CDC staff know of your career plans and outcomes

Finalize your LinkedIn Profile & Change the Status to #OpentoWork

Create a list of References

- Receive updates on employment trends in Korea if you plan to return after the year overseas
- Let CDC staff know of your career plans and outcomes

APPLY



What You Can Do:

Additional Steps To Get Ahead With Your Career

Apply – Actively Seek & Engage in Recruitment Opportunities

- Regularly review recruiting opportunities both at school and outside through voluntary means

Further Advance your Skills

- See if the position requires any credentials (i.e.) TOEIC or TOEFL, or portfolio
- Engage in further training towards the desired industry



What You Can Do:

Additional Steps To Get Ahead With Your Career

Keep your Network Informed

- Connect and Reconnect with people who have made a difference – professors, advisors, current and former employer, and CDC Staff
 - * Keep them informed of your progress and outcome.
 - * Thank those who've made impact.

Attend CDC Workshops & IGC Career Events

- [Career Build-up School**](#): Specialized program for U3-U4 to prepare for employment
- [Career Talk to You](#): Two-way interactive lectures from professional lecturers
- [Alumni Panel Event](#) to hear directly from SUNY Korea alumni.
- [Recruitment Fair](#)

