

Career Advantage Program



CALU

Ask questions early, and we'll help you find the answers. You can begin the Career Advantage Program even before your freshman year.

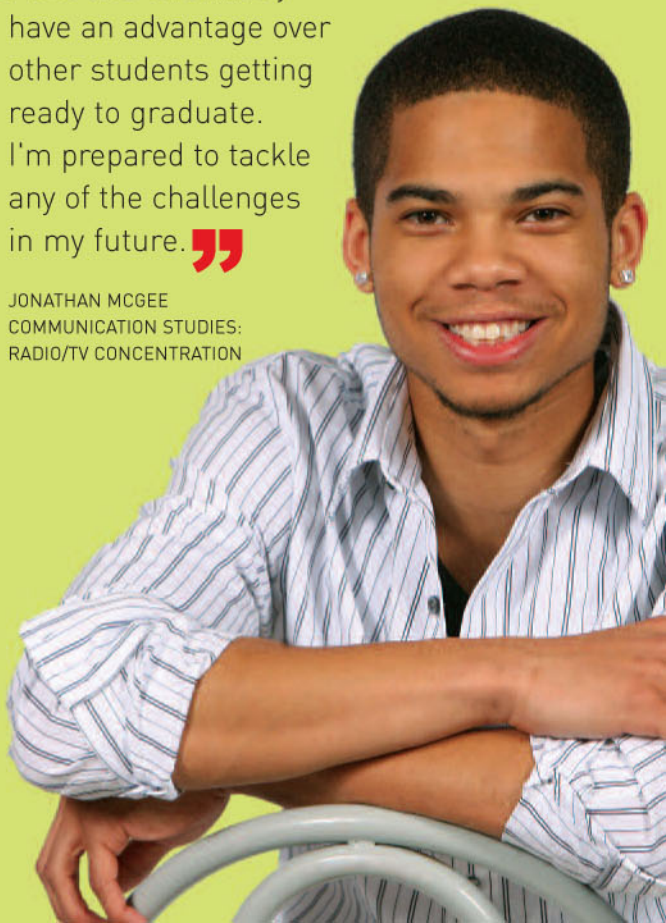
Ask yourself...

- n **Have you decided on a major?** If not, **how do you decide on one?** How will your interests, skills and values affect your choice of a major and a career?
- n How do you **explore career options?** What about those careers **is interesting** to you?
- n How do you **get experience** and "test out" the careers that interest you? How do you **prepare** for these careers? Where do you **find jobs** in those careers?
- n How do you **get ready** for a job interview?

With Cal U's Career Advantage program, you'll build character as you learn about yourself and your interests. And through planning and exploration, you'll have the tools to build a rewarding career.

“ I feel like I definitely have an advantage over other students getting ready to graduate. I'm prepared to tackle any of the challenges in my future. ”

JONATHAN MCGEE
COMMUNICATION STUDIES:
RADIO/TV CONCENTRATION



Start with an edge

At California University of Pennsylvania, we take **our mission** of building character and building careers very seriously. These are not just words on paper. They are guideposts that allow us to offer an exceptional, **one-of-a-kind** character- and career-building **experience**.

The Career Advantage Program is a four-year plan to help you **discover the career path** that is a perfect fit for your skills, talents and interests. This **unique program** is designed to offer a full range of **support** and **services**, allowing students to graduate within the traditional four-year time frame.



BUILDING A CAREER FOR A LIFETIME

The Career Advantage program **helps maximize** the four-year experience, allowing you to **explore all** of your career options and to **find the best fit** for you.

FRESHMAN YEAR > discover

Take the Strong Interest Inventory and explore eDISCOVER — both are available online or in the Career Services suite in Eberly Hall. Register for a one-credit Career Planning course and meet with your career adviser in Career Services to begin your personalized Career Advantage plan. Our Student Organization Fair will introduce you to campus clubs and organizations where you'll make new friends and discover talents that could lead to a career choice. And don't forget to keep track of your extracurricular activities by signing up for the Cal U Activities Transcript — you'll find it to be a career advantage all by itself.

SOPHOMORE YEAR > explore

As part of the Career Advantage Program, Career Services maintains a database of Cal U alumni who are practicing professionals willing to share their experiences with students. Your career adviser in Career Services can assist you in setting up a job-shadowing experience.

You'll also want to enroll in the one-credit Career Readiness course, where you conduct informational interviews, develop a resumé and learn job search strategies. Try a "co-op" (cooperative education), which is a paid, career-related experience that can be done as early as the summer after your freshman year.

JUNIOR YEAR > experience

Visit Career Services and the Internship Center to utilize resources that can help you secure co-ops, internships, career-related summer jobs and volunteer work. Attend the Mock Networking Reception and Etiquette Dinner. Upload your resumé and search the online postings. You'll be prepared to attend on- and off-campus job and career fairs, and participate in on-campus interviews and information sessions.

Target the class electives that interest you — and consider a minor to increase your marketability. And don't pass up the chance to enroll in Cal U's free *7 Habits of Highly Effective People* training, offered at convenient times and locations on campus.

SENIOR YEAR > implement

Now is the time to fine-tune your resumé, cover letters and portfolios. Meet with your career adviser in Career Services to develop job search strategies, utilize the Career Services website to research potential employers and hone your skills through mock interviews.

Take advantage of networking opportunities through family, friends and alumni, as well as job and career fairs. Or maybe you are considering the pursuit of a graduate degree. No matter where you've set your sights, Cal U can help.



ABOUT US

California University of Pennsylvania — a comprehensive regional institution of higher education and a proud member of the Pennsylvania State System of Higher Education — is a diverse,

caring and scholarly learning community. We are dedicated to excellence in science and technology, liberal arts and professional studies, and devoted to building character and careers. The University is inspired by its core values of **Integrity, Civility and Responsibility**, and is guided by the following **Bill of Rights and Responsibilities**:

We have the right to safety and security;
We have the responsibility to ensure the safety and security of others.

We have the right to be treated with respect;
We have the responsibility to treat others with respect.

We have the right to expect the best;
We have the responsibility to give our best.

We have the right to be treated fairly;
We have the responsibility to treat others fairly.

CAL U CAREER ADVANTAGE CHECKLIST

FRESHMAN YEAR >

discover

- 4 Enroll in the Career Advantage Program and Cal U Leader for Life
- 4 Complete the Strong Interest Inventory and eDISCOVER
- 4 Meet with your career adviser in Career Services to begin your Career Advantage plan
- 4 Take a Career Planning class
- 4 Sign up for the Cal U Activities Transcript
- 4 Utilize the resources on the Career Services website

SOPHOMORE YEAR >

explore

- 4 Do informational interviews and “job shadow” a professional
- 4 Use eDISCOVER to research career options
- 4 Develop a resumé and upload it on Cal U’s College Central Network
- 4 Get involved in student organizations
- 4 Take the Career Readiness class
- 4 Explore cooperative education (co-op)

JUNIOR YEAR >

experience

- 4 Complete a co-op, internship or service learning experience
- 4 Enroll in *7 Habits of Highly Effective People* training
- 4 Meet with your career adviser in Career Services to talk about your Career Advantage and Great Work, Great Career progress
- 4 Attend the Mock Networking Reception and Etiquette Dinner
- 4 Attend career and internship fairs

SENIOR YEAR >

implement

- 4 Fine-tune your resumé, cover letter and portfolio
- 4 Do a mock interview
- 4 Meet with your career adviser in Career Services to develop job search strategies or plan for graduate school
- 4 Participate in on-campus interviews and information sessions
- 4 Develop a career network using the Cal U Career Network



CALIFORNIA UNIVERSITY
OF PENNSYLVANIA
BUILDING CHARACTER.
BUILDING CAREERS.

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