

YOUR SENIOR YEAR GAME PLAN

Career Crossings Office ♦ Saint Mary's College ♦ Notre Dame, IN

GAME ON

The time has come for you to embark upon the next chapter of your professional journey. There are so many things to consider as you prepare for a successful transition. Here are recommended steps to complete before you finish your last year at Saint Mary's College.

POST-GRADUATION OPTIONS

Research your employment, graduate/professional school, and post-graduation service options. Identify which choice is best suited to fit your goals. Apply to all opportunities and options that look interesting.

BUILD YOUR TOOLKIT, PREPARE & TAKE ACTION

In order for you to stand out and successfully accomplish your goals, you will need to prepare a number of things. Having a polished résumé, writing effective cover letters, fine-tuning your interviewing skills, and knowing how to network are crucial for success. Take the necessary steps to complete the tasks required for applications.

STAY FOCUSED & FOLLOW UP

Make sure to keep track of where you have applied and follow up with recruiters. Utilize tracking forms and a "To Do List" to stay focused and organized. Remember to maintain your professional contacts and continue pursuing new ones. Evaluate the success of your actions; if something is not working, try something new. Don't let "senioritis" take over your senior year!

YOUR SENIOR GAME PLAN CHECKLIST

GAME ON

- Evaluate your skills and experiences to identify areas you want to develop. Create a personalized strategy to address these areas and identify your next steps.
- Know how you will market your strengths to employers and/or graduate and professional schools.
- Consider an on-campus or local internship to gain additional experience.
- Make an appointment with the CCO to discuss your career action plan by calling 574-284-4775 or stopping by Spes Unica, Room 114.
- Attend Senior Startup and other CCO programs and events.

POST-GRADUATION OPTIONS

- Research jobs and apply for **ALL** opportunities you are interested in.
- Pay attention to recruiting cycles. Fortune 500 companies tend to recruit in the fall whereas mid-size and smaller companies as well as service programs recruit throughout the entire year. You don't want to apply too early, but you don't want to apply too late either.
- Finalize your graduate or professional school applications (i.e., applications, personal statements, letters of recommendation, etc.).

BUILD YOUR TOOLKIT, PREPARE & TAKE ACTION

- Update your résumé and [LinkedIn](#) profile. Have them reviewed by the CCO.
- Upload your updated résumé to [College Central Network](#) so employers can find you.
- Schedule a mock interview with the CCO to enhance your interviewing skills.
- Google yourself to check your professional online presence and brand.
- Follow Career Crossings on [Twitter](#), [Facebook](#), [Instagram](#), [Pinterest](#), and [LinkedIn](#) for opportunities.
- Talk to **EVERYONE** you know about opportunities.
- Use the Alumnae Resource Network: <http://connect.saintmarys.edu> to connect with alumnae for networking for post-graduation opportunities. Find alumnae mentors using the ARN.
- Use LinkedIn to connect with or get introduced to alumnae: [linkedin.com/school/15114517/alumni/](https://www.linkedin.com/school/15114517/alumni/)
- Join professional groups on [LinkedIn](#) as well as the [SMC Alums LinkedIn group](#).

STAY FOCUSED & FOLLOW UP

- Develop a system to keep track of where you have applied so you can follow up.
- Continue to develop and maintain your professional contacts.
- Develop a “plan B” and “plan c” just in case your first course of action does not go as planned.

Need assistance with your game plan? Contact us!

Career Crossings Office ♦ 114 Spes Unica
Saint Mary's College ♦ Notre Dame, IN
cco@saintmarys.edu ♦ 574.284.4775
my.saintmarys.edu/web/career-crossings



Career Crossings
Office

career passion, life vocation 