

	First Year (0-45 credits)	2 <sup>nd</sup> & 3 <sup>rd</sup> Years (45-135 credits)	4+ Years (135+credits)	Career Development Checklist
<p><b>EDUCATION</b></p> <p><i>What do I want to do?</i></p>	<ul style="list-style-type: none"> <li>➤ Explore <a href="#">IAS Global Studies</a> Webpage</li> <li>➤ Meet with <a href="#">professors/Pre-Major Advisors</a></li> <li>➤ Consider taking the Career Exploration class <a href="#">BISSKL 250</a></li> <li>➤ Explore <a href="#">study abroad opportunities</a> through IAS</li> </ul>	<ul style="list-style-type: none"> <li>➤ Explore <a href="#">faculty bio pages</a> and the <a href="#">undergraduate research database</a> to find research opportunities – earn credit through BIS 398, BIS 492, or BIS 498</li> <li>➤ Explore <a href="#">graduate school options</a>, including program and admission requirements</li> <li>➤ Participate in <a href="#">Community-Based Learning and Research (CBLR)</a> coursework</li> <li>➤ Participate in a <a href="#">study abroad program</a></li> </ul>	<ul style="list-style-type: none"> <li>➤ Complete <a href="#">BIS 499 Portfolio Capstone</a></li> <li>➤ Apply to graduate school (if applicable), <a href="#">make an appointment with Career Services</a> to help you with the process</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Register on Handshake</li> <li><input type="checkbox"/> Develop Resume</li> <li><input type="checkbox"/> Build LinkedIn &amp; Handshake profiles</li> <li><input type="checkbox"/> Network with alumni/ industry professionals</li> <li><input type="checkbox"/> Research careers and skill requirements for your major</li> <li><input type="checkbox"/> Participate in an internship</li> <li><input type="checkbox"/> Practice mock interviews</li> <li><input type="checkbox"/> Develop list of references and recommenders</li> </ul>
<p><b>HANDS ON LEARNING</b></p> <p><i>What can I do to achieve my goals?</i></p>	<ul style="list-style-type: none"> <li>➤ Use the <a href="#">UW Bothell's LinkedIn Alumni page</a>, <a href="#">WOIS.org</a>, <a href="#">What Can I Do With This Major</a>, and <a href="#">O*NET Online</a> to research careers and skill requirements</li> <li>➤ Participate in <a href="#">campus activities</a> to build community and network with others</li> <li>➤ <a href="#">Join a club or student government</a> to build skills in leadership, communication, and working with diverse populations.</li> <li>➤ Find <a href="#">volunteer opportunities</a> with your community or local non-profit</li> </ul>	<ul style="list-style-type: none"> <li>➤ <a href="#">Network</a> with faculty, advisors, peers, &amp; alumni in your major/career focus</li> <li>➤ Attend <a href="#">career fairs/networking events</a></li> <li>➤ Subscribe to <a href="#">IAS Calendar</a> and <a href="#">Instagram</a></li> <li>➤ Attend a <a href="#">Mentor Chat</a> to connect with IAS alumni working across diverse roles and sectors</li> </ul>	<ul style="list-style-type: none"> <li>➤ Practice your <a href="#">elevator speech</a> and network with faculty, peers and alumni for post-graduation planning</li> <li>➤ Join the <a href="#">UW Alumni Association and Husky Landing</a> to stay connected and attend networking events</li> <li>➤ Utilize <a href="#">LinkedIn Learning</a> to develop and enhance skills</li> </ul>	<p><b>Employment Opportunities:</b> International Business, International Relations, Communications, International Public Law</p> <p><b>Related Careers:</b> Management, Foreign Affairs, International Broadcasting, Economic Law</p> <p><b>Licensing/certification:</b> Research Certification</p> <p><b>Post-Baccalaureate Degree Paths:</b> Master's or PhD in International Relations or Public Policy</p> <p><b>Companies who have hired on Handshake:</b> Downtown Emergency Service Center, Microsoft, WA State Department of Transportation, City of Seattle Immigrant and Refugee Affairs</p> <p><b>Professional Associations:</b> Foreign Policy Association, National Association of International Educators</p>
<p><b>CAREER PREPARATION</b></p> <p><i>How can I help myself get a job?</i></p>	<ul style="list-style-type: none"> <li>➤ Make your <a href="#">first appointment with Career Services</a> to develop your resume and LinkedIn profile</li> <li>➤ Register for <a href="#">Handshake</a> (UW's free job and</li> <li>➤ Participate in a <a href="#">Career Trek</a>, an interactive opportunity to explore career options and pathways.</li> <li>➤ Conduct <a href="#">informational interviews</a> with alumni and other industry professionals for career advice, job research, and discuss mentorship opportunities</li> </ul>	<ul style="list-style-type: none"> <li>➤ Intern with an employer/career of interest – and earn credit via <a href="#">BIS 495</a> (Ex(s): Marketing, International Relations Specialist, Operations)</li> <li>➤ Job shadow to clarify career interests</li> <li>➤ Update <a href="#">resume</a> with relevant academic coursework/project</li> <li>➤ Update <a href="#">LinkedIn/e-portfolio</a> and <a href="#">Handshake</a> profile with projects and accomplishments which highlight your skills</li> <li>➤ Apply to <a href="#">Student Employment</a> opportunities to gain experience and leadership</li> </ul>	<ul style="list-style-type: none"> <li>➤ Visit <a href="#">Career Services</a> to refine your resume/LinkedIn profile, job search strategies, and interview skills</li> <li>➤ Develop a list of <a href="#">academic references and recommenders</a></li> <li>➤ Begin applying for jobs</li> </ul>	