

	First Year (0-45 credits)	2 nd & 3 rd Years (45-135 credits)	4+ Years (135+credits)	Career Development Checklist
EDUCATION <i>What do I want to do?</i>	<ul style="list-style-type: none"> ➤ Explore IAS Society, Ethics & Human Behavior Webpage ➤ Meet with professors/advisors ➤ Consider taking the Career Exploration class BISSKL 250 ➤ Explore study abroad opportunities through IAS 	<ul style="list-style-type: none"> ➤ Explore faculty bio pages and the undergraduate research database to find research opportunities – earn credit through BIS 398, BIS 492, or BIS 498 ➤ Explore graduate school options, including program and admission requirements ➤ Participate in Community-Based Learning and Research (CBLR) coursework ➤ Participate in a study abroad program 	<ul style="list-style-type: none"> ➤ Complete BIS 499 Portfolio Capstone ➤ Apply to graduate school (if applicable), make an appointment with Career Services to help you with the process 	<ul style="list-style-type: none"> <input type="checkbox"/> Register on Handshake <input type="checkbox"/> Develop Resume <input type="checkbox"/> Build LinkedIn & Handshake profiles <input type="checkbox"/> Network with alumni/ industry professionals <input type="checkbox"/> Research careers and skill requirements for your major <input type="checkbox"/> Participate in an internship <input type="checkbox"/> Practice mock interviews <input type="checkbox"/> Develop list of references and recommenders
HANDS ON LEARNING <i>What can I do to achieve my goals?</i>	<ul style="list-style-type: none"> ➤ Use the UW Bothell's LinkedIn Alumni page, WOIS.org, What Can I Do With This Major, and O*NET Online to research careers and skill requirements ➤ Join a club or student government to build skills in leadership, communication, and working with diverse populations ➤ Join Student Media to gain experience in book publishing, interviewing, reporting, broadcasting, marketing, and leadership ➤ Find volunteer opportunities with your community or local non-profit 	<ul style="list-style-type: none"> ➤ Network with faculty, advisors, peers, & alumni in your major/career focus ➤ Attend career fairs/networking events ➤ Subscribe to IAS Calendar and Instagram ➤ Attend a Mentor Chat to connect with IAS alumni working across diverse roles and sectors 	<ul style="list-style-type: none"> ➤ Practice your elevator speech and network with faculty, peers and alumni for post-graduation planning ➤ Join the UW Alumni Association and Husky Landing to stay connected and attend networking events ➤ Utilize LinkedIn Learning to develop and enhance skills 	<p>Employment Opportunities: Criminal Justice, Social Services, Education, Business, Human Resources</p> <p>Related Careers: Counseling, Court Administration, Teaching, Social Statistics, Data Analysis</p> <p>Licensing/certification: Certification in Therapy, Court Reporting Certificate, SHRM Certification</p> <p>Post-Baccalaureate Degree Paths: Master's in Public Policy, Master's in Student Development</p>
CAREER PREPARATION <i>How can I help myself get a job?</i>	<ul style="list-style-type: none"> ➤ Make your first appointment with Career Services to develop your resume and LinkedIn profile ➤ Register for Handshake (UW's free job and internship board) and complete your profile ➤ Participate in a Career Trek, an interactive opportunity to explore career options and pathways ➤ Conduct informational interviews with alumni and other industry professionals for career advice, job research, and discuss mentorship opportunities 	<ul style="list-style-type: none"> ➤ Intern with an employer/career of interest – and earn credit via BIS 495 (Ex(s): Community Outreach Specialist, Business Analyst, Product Science) ➤ Job shadow to clarify career interests ➤ Update resume with relevant academic coursework/project ➤ Update LinkedIn/e-portfolio and Handshake profile with projects and accomplishments which highlight your skills ➤ Apply to Student Employment opportunities to gain experience and leadership 	<ul style="list-style-type: none"> ➤ Visit Career Services to refine your resume/LinkedIn profile, job search strategies, and interview skills ➤ Develop a list of academic references and recommenders ➤ Begin applying for jobs 	<p>Companies who have hired on Handshake: State of Washington, College Success Foundation, Washington Department of Corrections, King County, Friends of the Children</p> <p>Professional Associations: American Sociological Association, American Society for Criminology, Global Studies Association of North America</p>