

GREAT CAREER BUILDERS

22 ways to Build Your Career

1. Get an **internship**. 58% of employers eventually offer jobs to their interns. Don't leave college without one!
2. **Volunteer**, meet people in interesting jobs, see their environment.
3. **Improve computer** competence. For example, learn software and be web 2.0 savvy. Take workshops, train with a buddy, read the manuals!
4. Get **leadership experience** -- Run for office; Volunteer for projects at work & in groups or clubs. Take leadership classes and workshops.
5. **Talk to people** in your chosen career field. Get used to meeting new people and starting conversations. Start with, "Tell me about your job".
6. **Study abroad**. Prove yourself as versatile in coping. Get a world view.
7. **Handle money** and analyze a budget.
 - For student government
 - For committees that allocate funds
 - For a large event
 - Take basic accounting so you can talk the talk.
8. **Write well** and often. Learn business writing and/or technical writing. Free lance for a publication. Write a blog. Report for the *Nexus*.
9. When things don't work for you, learn to **propose** what you want and why it will work to your advantage and the other person's too.
10. **Do something**, start a club, a business, a fund raiser, a column in the newspaper, a radio show at KCBX, a video blog.
11. **Speak well** and often -- Join Toastmasters Club. Select classes where speaking is required.
12. **Join a professional group**. Go to meetings and conferences to learn more about the profession, people, issues and answers. Ask people in the field what meetings they go to.
13. **Read what the pros do**. Read back a year or two for issues and ideas in the periodicals and journals for careers of interest. Buy or borrow media from conferences/ training sessions you couldn't go to.
14. **Take seminars or workshops** that professionals offer each other.
15. **Join network mailing lists** for groups in fields of interest.

16. **Collect** articles, videos, blogs, websites, and pictures of the people and programs related to your interests.
17. **Practice what you want** to do. Want to help people? Get out and help someone. Want to be a financial wizard? Run a mock portfolio. Motivational speaker? Find people to motivate.
18. **Seek summer jobs** with people in your field of interest. Start early!
19. **Start a resume hopper.** File experiences, papers and pictures to build confidence and resumes for summer jobs and career positions. Put in jobs, valuable class projects or lab experiences.
20. **Be an Imagineer.** Visualize your future. What are you doing? What does your worksite look like? What problems do you solve? Who do you work with? What's good about what you do? What's meaningful about your work?
21. **Pick out some heroes** and learn how they got where they are. Follow that course where you can and make up some new paths.
22. **Take a risk.** Why not follow your dream? Motivation doesn't come from boring stuff you don't like. Do what's exciting.

