

Career Planning Calendar



The DU Career Center will help you with all of your career development needs. Meet with your career counselor each year to keep moving toward your career goals.

First-Year

Explore majors and careers

- Register with DU Careers Online for updates on events, access to internship and job postings, and on campus interviews.
- Schedule an introductory appointment with your career counselor.
- Explore major sheets and handouts to learn about majors in which you are interested.
- Search for career-oriented part-time or summer jobs.
- Attend workshops on a variety of topics.
- Attend DU Career Fairs to learn how they work and ask questions about career options.
- Take career assessments such as the Myers-Briggs Type Indicator and the Strong Interest Inventory.

Second Year

Select a major and develop tentative career goals

- Write a draft of your resume and have it reviewed by your career counselor.
- Confirm your decision about major through research in the Career Library and web sites as well as shadow alumni or professionals in your career interest areas.
- Explore the UCAN Internship database to find your first internship.
- Take additional career assessments.
- Attend workshops to build career exploration skills.
- Attend DU Career Fairs to start networking with potential internship employers.
- Register on DU Careers Online to search for jobs and internships.

Junior Year

Test career goals

- Learn how to market yourself through resumes, cover letters, and interviews.
- Update your profile on DU Careers Online and use it to actively search for internships.
- Locate internships using the UCAN Internship database and apply to several.
- Conduct informational interviews with DU alumni and other professionals in career areas of interest.
- Develop a job search plan.
- Attend workshops to build job search skills and employer information sessions.
- Attend DU Career Fairs to network with potential employers and follow up with contacts.

Senior Year

Self-marketing, researching employers and job search

- Research graduate schools: take standardized test, explore financial aid options.
- Bring your resume and cover letters to be critiqued and schedule a practice interview.
- Network and develop contacts in your career field.
- Attend employer information sessions and Career Fairs.
- Register for On-Campus Recruiting in the Fall.
- Research employers, interview, GET THE JOB YOU WANT!