

## “Year-in the Life” of a PMP Senior

SENIOR YEAR	ACADEMIC LIFE	PERSONAL/PROFESSIONAL DEVELOPMENT ACTIVITIES	POSSIBLE PMP DISCUSSION TOPICS	POTENTIAL GOALS/OUTCOMES
<b>FALL/ WINTER</b>	<ul style="list-style-type: none"> <li>• Should complete an “academic audit” with advising</li> <li>• Select and check requirements for Certificate Programs.</li> <li>• Senior-level Capstone Courses for each major</li> <li>• Attend Executive Speaker Series other Guest Speakers</li> <li>• Researching graduate schools, preparing for entrance exams</li> <li>• Start completing applications.</li> </ul>	<ul style="list-style-type: none"> <li>• Career Connections –Revise resume and Post on CSO</li> <li>• Sign-up for job and interview “alerts” on CSO</li> <li>• Attend Career Connections’ “Senior Conferences” in September and October</li> <li>• <b>October 3, 2011</b> – PMP Kick-Off Event – make some new connections!</li> <li>• <b>October 5, 2011</b> – Fall Campus-Wide Career and Internship Fair</li> <li>• Pursue leadership opportunities in student or volunteer organizations</li> <li>• Pursue part-time internships on-campus or with local employers</li> <li>• Mentor a freshman student through Leeds Peer Mentorship Program</li> </ul>	<ul style="list-style-type: none"> <li>• What did they learn from their summer experiences – personal and professional?</li> <li>• Job vs. Grad School decision</li> <li>• How to “work” a Career Fair – review the list of companies with them</li> <li>• Identify a range of options they would be happy with – think about their passions.</li> <li>• What resources do they have/need to pursue their goals?</li> <li>• Preparation – research, etiquette, insights into company culture, tips on “looking the part”</li> <li>• Practice and give feedback - interviews, emails, phone interviews, “cold calls”</li> <li>• Think about “fit” - tangible and intangible benefits of different jobs</li> <li>• How to “stand out” from other applicants</li> </ul>	<ul style="list-style-type: none"> <li>• Re-visit and refine their list of goals from Junior year – add specifics</li> <li>• Introduce to alumni or faculty from graduate programs they may be interested in</li> <li>• Develop a strategy/resource sheet for various options. Identify the who, what, where and how for each. Create a Step-by-step plan.</li> <li>• Modify and tailor their “toolkit” for different positions. Multiple resumes, cover letters, objective statements</li> <li>• Set up informational interviews and make connections</li> <li>• Help plan an “interview trip” at Winter Break</li> </ul>
<b>SPRING</b>	<ul style="list-style-type: none"> <li>• Stay on track for graduation</li> <li>• Fill-out required forms, order cap and gown, send invitations, etc.</li> <li>• Submit applications for graduate programs</li> <li>• Visit grad schools</li> <li>• Take entrance exams</li> </ul>	<ul style="list-style-type: none"> <li>• Attend PMP Networking events</li> <li>• “How to Work a Career Fair” – Career Connections</li> <li>• <b>January 25 &amp; 26, 2012</b> – Spring Campus-Wide Career and Internship Fair</li> <li>• <b>February 15, 2012</b> – Leeds Career Fair</li> <li>• <b>April 3, 2012</b> – Just-in-Time Campus Hiring and Internship Fair</li> <li>• Talk to professors and advisors about being references. Ask for referrals and advice.</li> </ul>	<ul style="list-style-type: none"> <li>• Progress towards goals</li> <li>• Roadblocks or unexpected responses</li> <li>• Pros and cons of different jobs, offers, locations</li> <li>• How to find jobs that aren’t posted at CU or Leeds – broaden their search</li> <li>• How to keep focused and positive if things are going slowly</li> </ul>	<ul style="list-style-type: none"> <li>• Define new options and strategies – devise “back-up” plans</li> <li>• Debrief interviews, visits, phone calls. Help think through follow-up options.</li> <li>• Create a plan for using Social Media or resources outside CU in their search.</li> <li>• Develop a “resource inventory” of skills, people, etc. that they can bring to bear and may have overlooked</li> <li>• Suggest other resources/tools that might be helpful – books, maybe a course or career assessment</li> <li>• Provide a push, a sense of perspective, or support and reassurance. Apply liberally, as needed!</li> </ul>
<b>SUMMER</b>	<ul style="list-style-type: none"> <li>• Celebrate your successes and prepare for the next challenge!</li> </ul>		<ul style="list-style-type: none"> <li>• What are they excited about? Nervous about?</li> <li>• If they don’t have a job, brainstorm “back-up” plans.</li> <li>• Send them on their paths!</li> </ul>	