



WHITMAN COLLEGE

# SOPHOMORE SUMMIT

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A yellow flag with a black border is flying from a white mountain peak. The flag contains the text "CLASS OF 2025" in bold, black, sans-serif font.

**CLASS OF  
2025**

[whitman.edu/sophomore-summit](http://whitman.edu/sophomore-summit)

# WELCOME TO THE SOPHOMORE SUMMIT

## The next steps of your career coaching journey will focus on gaining experience!

Over the next four weeks, you will have access to workshops, panels and a half-day conference to help you prepare to pursue experiences in areas that interest you.

By the end of this Summit, you will:

- Learn how to build compelling application materials
- Extend your networks to find new experiences
- Run an organized and productive research/internship/job search
- Meet alumni working across a variety of professional realms
- Improve your performance in an interview
- Understand the complexities of communication at work

You'll also receive additional information from your career coach and an invitation to schedule your next appointment to talk through your goals, plans and challenges for the coming year.

Haven't met your career coach yet? No problem, just contact the Career and Community Engagement Center (CCEC) office at [ccec\\_info@whitman.edu](mailto:ccec_info@whitman.edu) to get connected with your coach.

Find more details about the Summit on WhitLife



## STEP ONE | CORE WORKSHOPS

Information every sophomore should know and use as you begin to seek out new experiences that will allow you to "test out" environments, organizations and possible paths.

**Communication In The Workplace** | This workshop, led by Career Development Specialist, Lindsay Szramek, will help you to understand the differences between peer, academic and professional communication expectations, as well as some of the tools and tips to help you succeed as you begin to explore new workplaces through community involvement, internships and leadership roles.

Tuesday, Aug. 30	Wednesday, Sept. 7	Thursday, Sept. 15
REID CENTER, ROOM G-02	MAXEY HALL, ROOM 207	OLIN HALL, ROOM 127
1-2 p.m.	11 a.m.-noon	3-4 p.m.

**How To Find Internships, Research & Other Experiences** | This workshop, led by Director for Career Development Kim Rolfe, will share information about the many different experiences possible during your sophomore year. Learn how to find research, jobs and internships on Handshake and other platforms. Then develop a method for keeping track of the information.

Wednesday, Aug. 31	Thursday, Sept. 8	Wednesday, Sept. 14
MAXEY HALL, ROOM 207	REID CENTER, ROOM G-02	HALL OF SCIENCE BRATTON AUDITORIUM
Noon-1 p.m.	3-4 p.m.	4-5 p.m.

**How To Succeed In The Application Process** | This workshop, led by Assistant Director for Employer Engagement & Career Readiness Nikki Brueggeman, will help you to understand what employers are looking for and why. Learn how to tailor a resume and cover letter for the roles you may apply to and get tips to help you navigate all those online portals.

Wednesday, Aug. 31	Tuesday, Sept. 6	Thursday, Sept. 15
MAXEY HALL, ROOM 207	REID CENTER, ROOM G-02	OLIN HALL, ROOM 127
3-4 p.m.	Noon-1 p.m.	4:30-5:30 p.m.

**Prepare & Present Well in Interviews** | This workshop, led by Associate Director for Career Coaching and Education Victoria Wolff, will take you through crucial aspects of interviewing. Learn about common and specialized interview types, timelines and general interview etiquette. Take a deeper dive into behavioral interviewing and learn methods to successfully answer challenging questions. We'll teach you what hiring managers are really looking for!

Thursday, Sept. 1	Monday, Sept. 5	Tuesday, Sept. 13
REID CENTER, ROOM G-02	MAXEY HALL, ROOM 207	OLIN HALL, ROOM 127
Noon-1 p.m.	4-5 p.m.	4-5 p.m.

**The One Step That Supports It All—Networking** | This session, led by Director for Career Development Kim Rolfe, will teach you how to seek out information and build relationships that unearth new and interesting opportunities. Learn how to start connecting to networks using online tools and your curiosity, then tap into the wealth of information and experience that can help you open new doors and learn more about what you're interested in.

Tuesday, Aug. 30	Friday, Sept. 9	Monday, Sept. 12
OLIN HALL, ROOM 127	MAXEY HALL, ROOM 207	REID CENTER, ROOM G-02
3-4 p.m.	4-5 p.m.	Noon-1 p.m.

In addition to the "live" workshops listed above, all of the content can be accessed through recordings in the Sophomore Summit experience on WhitLife.

## STEP TWO | EXPLORE PANELS

The options for a meaningful and satisfying life after Whitman are vast. How do you begin to narrow down the options? Join these virtual panels to identify the areas that align with your values and learn how to achieve your goals. These virtual panels can be accessed through Zoom sessions found on WhitLife, or by attending the listed watch parties with like-minded classmates.

### MONDAY, SEPT. 19

**Noon Data & Tech**  
Watch party in Reid G-02 | [bit.ly/3Bymdyx](https://bit.ly/3Bymdyx)

**4 p.m. Healthcare & BioTech**  
Watch party at Stanton | [bit.ly/30OawXp](https://bit.ly/30OawXp)

### TUESDAY, SEPT. 20

**Noon Government & Law**  
Watch party in Reid G-02 | [bit.ly/3cWku7o](https://bit.ly/3cWku7o)

**4 p.m. Education & Social Impact**  
Watch party at Douglas | [bit.ly/3Jm9aSM](https://bit.ly/3Jm9aSM)

**7 p.m. Careers in Sports**  
Watch party in Sherwood | [bit.ly/3zs3rq9p](https://bit.ly/3zs3rq9p)

### WEDNESDAY, SEPT. 21

**Noon Science & Engineering**  
Watch party in Reid G-02 | [bit.ly/3vyuG14](https://bit.ly/3vyuG14)

**4 p.m. Energy & the Environment**  
Watch parties at Stanton | [bit.ly/3bIV6vX](https://bit.ly/3bIV6vX)

### THURSDAY, SEPT. 22

**Noon Business, Finance & Management**  
Watch party in Reid G-02 | [bit.ly/3OTOsL4](https://bit.ly/3OTOsL4)

**4 p.m. Functions in Every Organization**  
Watch party at Douglas | [bit.ly/3Q7gfJ2](https://bit.ly/3Q7gfJ2)

### FRIDAY, SEPT. 23

**Noon Careers in the Arts**  
Watch party in Reid G-02 | [bit.ly/3Sis3Kf](https://bit.ly/3Sis3Kf)

**4 p.m. Writing & Content Creation**  
Watch party at Stanton | [bit.ly/3JtbF5N](https://bit.ly/3JtbF5N)

\*Alumni panel events will be recorded and can be made available after the summit.

## STEP THREE | SUMMIT SATURDAY

### SATURDAY, SEPT. 24, 2022

**Reid Campus Center** | This half-day culminating activity will provide more in-depth information as you begin to consider the experiences you will pursue. You'll have the opportunity to build skill sets necessary to pursue some of these experiences and access new insights to inform your plans.

Space will be held for 150 sophomore students to join us for this traditional conference format, during which you will build the schedule that best meets your individual needs and interests. The day will wrap up with a celebration at the Eat, Greet and Be Neat practice networking event that will include FREE FOOD!!

\*\*Note: In order to attend the Summit Saturday event, students must participate in all five Core workshops (either in-person or asynchronously) and attend at least two Explore panels.

Itinerary for the day. Please register via the link on WhitLife.

Know your <b>OPTIONS</b>	Grow your <b>SKILLS</b>	Access new <b>INSIGHTS</b>
10-10:45 a.m.	11-11:45 a.m.	Noon-12:45 p.m.
<b>Accessing Fellowships &amp; Grants</b> REID 207	<b>Online Portfolio Building &amp; Maintenance</b> REID 207	<b>Tapping Into the Gig Economy &amp; Freelance Work</b> REID 207
<b>Community &amp; Civic Engagement Programs</b> REID BALLROOM	<b>Building Your Excel Skills</b> REID BALLROOM	<b>Finding an Organization That Values Diversity Like You Do</b> REID BALLROOM
<b>Internships in WW &amp; Beyond</b> REID COFFEEHOUSE	<b>Storytelling With Data</b> REID COFFEEHOUSE	<b>Turn Your Campus Job Into a High-impact Experience</b> REID COFFEEHOUSE
<b>Research Experience &amp; STEM Careers</b> REID G-02	<b>Tools Used Across Workplaces</b> REID G-02	<b>Building Your Personal Brand</b> REID G-02
<b>Careers For Arts &amp; Humanities Majors</b> REID 240	<b>Grow Your Social Media Skills</b> REID 240	<b>Introduction to Micro Internships</b> REID 240

**1-2:30 p.m. Eat, Greet & Be Neat** practice networking & Summit awards  
Reid side lawn

**1-2:30 p.m. Get your headshot taken** for Handshake & LinkedIn profiles  
Reid lobby

Please be sure to followup with your individual career coach about your particular plans and review the CCEC resources that may help you move in those directions.



# THANK YOU NOTES

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Thank you and follow-up notes are a **CRUCIAL STEP** in building and maintaining professional relationships. They should be sent promptly anytime you seek out:

- **Experience**
- **Expertise**
- **Advice/Insight**
- **A connection**
- **A reference or introduction**
- **An internship**
- **A job**
- **A letter of recommendation**

A well-written thank you note is both personal and professional. It should be personal by including details about your interaction, yet professional in the sense that you use formal language, as well as check your spelling and punctuation. If you're not sure what to write, here's a simple formula:



1. **Thank the person for their time.**
2. **Mention something about your interaction with them (something you learned or shared).**
3. **Repeat your interest in the field or job, if relevant.**
4. **Let them know you are available if they need further information.**



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