



Four-Phase Plan

Whether you're a first-year student or preparing to graduate, the Career and Community Engagement Center (CCEC) is here to guide you toward resources, people and experiences to craft your best life now and after Whitman! Use this Four-Phase Plan as a road map of sorts—adjusting it to meet your specific needs, as you create your own unique Whitman story.

Explore & Get Ready

As you **begin your story**, set yourself up to work with the CCEC to access events, resources and programs that will help you learn more about opportunities for civic and professional growth.

- **Activate Handshake.** Create your profile to schedule appointments with CCEC staff and access work-study positions, internships, jobs and events that expand your learning beyond the classroom.
- **Get to know your career coach** and learn more about how they can help you by scheduling a check-in appointment via [Handshake](#).
- **Develop a college-level resume.** Schedule a meeting with a [career coach](#) or [Student Career Advisor \(SCA\)](#) to get started.
- **Log in to the Career Pathfinder** and complete the different assessments to learn more about your values, strengths and career interests.
- **Check out WhitLife** to learn about and join campus organizations and student clubs and to find opportunities to volunteer locally.
- **Create a LinkedIn account and build your Whitman Connect profile** to research career paths of Whitman alumni, access alumni mentorship and communities, and connect with peers and other professionals.

Seek & Gain Experience

As you get started and move forward, look for ways to **develop your story** through involvement on and off campus.

- **Attend campus fairs** to learn more about student clubs, jobs and academic programs. Check out the Activities Fair, the Academic Majors Fair and job and internship fairs.
- **Participate in community engagement** to connect with organizations and volunteer alongside them to address issues you care about.
- **Learn about career fields and roles** that align with your interests and studies via [Career Pathfinder](#) and [Whitman Connect](#).
- **Delve into leadership opportunities** in student clubs, college programs and student government. Check out the Pathways Leadership Program on [WhitLife](#).
- **Consider off-campus study programs** to expand your horizons. Think about how studying in another region or country may influence and clarify your goals.
- **Research meaningful summer experiences.** Ask faculty members about opportunities to conduct research, and use [Handshake](#) or other online platforms to learn about summer jobs or internships. Schedule an internship appointment with a [career coach](#) or [SCA](#) to get help.
- **Get to know the Fellowships & Grants team** and explore opportunities that interest you. For guidance with the fellowship application process, they're here to help—every step of the way!

Connect & Advance

Refine your story by taking on new leadership positions, delving deeper into academic interests and building your professional relationships.

- **Expand your leadership and campus job experience.** Apply to a CCEC-funded or campus leadership position. Talk with your campus supervisor about increasing your job responsibilities.
- **Apply for internships** and summer positions to enrich and extend your academic and professional experience. Consider the Whitman Internship Grant program to fund an unpaid opportunity.
- **Seek out mentors** by tapping into faculty and staff for insight and advice. Use [LinkedIn](#) and [Whitman Connect](#) to reach out to alumni working in areas you're curious about. Schedule time with a [career coach](#) or [SCA](#) to learn how.
- **Meet organizations and companies**—hosted by the CCEC—for informational and recruiting sessions. Access the calendar of events and register for them on [Handshake](#).
- **Collaborate with faculty on academic research.** Publish your work and present at conferences—such as the Whitman Undergraduate Conference—to increase your readiness for graduate schools and/or fellowships.
- **Prepare yourself professionally.** Do a practice interview, update your resume and [LinkedIn](#) profile, practice writing cover letters, and attend career workshops and fairs. Meet with a [career coach](#) to review your materials.

Look Ahead & Launch

Make use of college resources to help you **own your story** as you prepare for life after Whitman.

- **Broaden your workplace experience** by seeking out a yearlong internship or setting up opportunities to job shadow.
- **Learn more about employers** doing the kind of work that inspires and interests you through online tools like [LinkedIn](#), [Handshake](#), [Glassdoor](#), [Vault](#) and [Google](#).
- **Extend your professional network** using the [LinkedIn](#) alumni tool and join mentoring programs on [Whitman Connect](#). Reach out to people you know who could be potential mentors and professional contacts.
- **Explore graduate school resources** and consider when and how to apply. Talk to faculty about programs in your field of study.
- **Practice articulating your narrative** in professional situations by scheduling informational interviews with alumni and others working in your field of interest.
- **Create your post-graduation plan** by talking with faculty, mentors and your [career coach](#) to consider the next steps to move toward your goals.

Your Whitman Resources

No matter where you are in your plan, these resources are always worth exploring and revisiting:

- **[Handshake](#):** A platform to find on- and off-campus jobs and internships. Use it to schedule an appointment with the CCEC.
- **[Career Pathfinder](#):** An assessment tool you can use to explore career fields and job opportunities that match your interests.
- **[Whitman Connect](#):** Whitman's online directory to help you access alumni mentoring and insight.
- **[Whitties Helping Whitties](#):** Networking events held locally and around the country to connect you with Whitman alumni.

Your ultimate resource: The Career and Community Engagement Center staff and student leaders. We can meet with you to discuss your goals, review resumes and applications, help you get connected to the community, prepare you for an interview, and much more. Schedule an appointment in [Handshake](#) or stop by our office in the Reid Campus Center. You can also email us at ccec_info@whitman.edu or call 509-527-5183.