

PARENT GUIDE

FALL 2022

Dear Parents,

The Career Center is 100% committed to helping your son or daughter realize their career dreams. Our mission is to prepare every student, providing them a competitive edge in their professional career journey. You can see the results of our efforts by visiting:

baylor.edu/CareerCenter/Success

You can view our students' career success there by major, semester, employer, and degree. You can also view salary and graduate school information.

We know our students have many priorities and are often busy. One of our greatest challenges is gaining their engagement with our offices and in the career development process. Students who take early ownership of their professional aspirations and commit to doing the work that will set them apart have a much greater chance for professional success.

Please help us by encouraging your student to engage with our office and take advantage of our career resources. We care deeply about their personal and professional career success.

Respectfully,

Kenneth Buckley
Assistant Vice Provost
and the entire Career Center Staff

Career Success Starts Now.

Career Planning: Tips for Parents

At the Career Center, helping students plan strategically to land the right job after college is our top priority. Every student is different, but over the years, we've noticed a few things that tend to lead to more successful outcomes for students. Here are a few tips you can offer your student as they begin (or continue) their journey at Baylor.

- **Stop by soon.** There's no need to wait until their junior or senior year before visiting one of the Career Center offices. Even first-year students are encouraged to stop by or make an appointment.
- **Come as you are.** Students don't need to be polished or have all the right answers when they visit the Career Center. That's why we're here. Career Success Professionals (CSPs) help and guide each student through the process.
- **Take advantage of the available resources.** A wide range of events, seminars, and tools are available throughout the entire year in the Career Center. *Handshake*, where students can network, find and register for events, and schedule appointments with a CSP, is an invaluable tool and great place to start. (baylor.joinhandshake.com)
- **Begin with the end in mind.** Baseball hall of famer and perpetual wordsmith, Yogi Berra once said, "You've got to be careful if you don't know where you're going, because you might not get there." Career Center CSPs can help students find their calling and create a plan that sets them on a path that prepares them to pursue the job they desire.

FALL CAREER EVENTS

Career Day Fall 2022

Our campus-wide Career Day for Fall 2022 is scheduled for **Wednesday, September 21st, 2:00 p.m. - 7:00 p.m.** at *Paul L. Foster Campus for Business and Innovation*. We are thrilled to again be hosting this live event! We're expecting more than 120 employers, representing industries from across the country with internship and job opportunities for students of all majors.

Please encourage your student to prepare and register for this event through Handshake!

STUDENT PREPARATION LIST:

- Set an appointment with your Career Success Professional through Handshake to make any updates to their résumé.
- Complete student profile on Handshake, upload your résumé and make it public.
- REGISTER for Career Day on Handshake.
- Research attending companies of interest and create a game plan for the event.
- Dress professionally, practice your elevator pitch, and bring additional copies of résumé.



Employer On-Site Events

Accenture	Info Session	September 7 3:00 p.m.
U.S. Secret Service	Info Session	September 13 4:00 p.m.
Dell Sales Academy	Info Session	September 15 12:30 p.m.
Exxon Mobil	Info Session	September 20 5:00 p.m.
NASA	Info Session	October 06 4:00 p.m.

*These are just a few of the many employer events scheduled for the fall semester. There are currently more than 100 career events scheduled for the fall. Students can find details and register for any and all of these career events in **Handshake**.*

Career Fairs

Louise Harrington School of Nursing
Fall 2022 Career Fair
September 19, 11:00 a.m. - 2:00 p.m.

Career Day (Campus-Wide) Fall 2022
September 21, 2:00 p.m. - 7:00 p.m.

Global Engagement in Business Fair
September 22, 11:00 a.m. - 2:00 p.m.

Doctor of Occupational Therapy
Doctor of Physical Therapy
Fall 2022 Career Fair
October 21, 4:00 p.m. - 8:00 p.m.

STAY ON

TRACK

FOR SUCCESS

FRESHMAN

- ✓ Set up a *Handshake* profile.
- ✓ Meet with a Career Success Professional (CSP) to assess calling, interests, and skills to determine how they can help clarify career goals.
- ✓ Join one (or more) of the 335 student organizations on campus.
- ✓ Check out the *SuperStrong* assessment, a career discovery tool available to all Baylor students.
- ✓ Start a résumé using high school experiences. CSPs can help create a strong beginning résumé.
- ✓ Identify individuals who work in a field of interest and set up informational interviews with those individuals.
- ✓ Stop by any of the Baylor University Career Center offices to meet the staff and ask any questions you might have about how they can help.

SOPHOMORE

- ✓ Attend a résumé writing workshop or have a member of the Career Center staff review your résumé.
- ✓ Update profile and résumé in *Handshake*.
- ✓ Register and attend Career Day and other events for internship opportunities.
- ✓ Build LinkedIn profile and begin connecting with Baylor Alumni in roles and companies of interest.
- ✓ Join a professional student organization or association related to field of interest and take on a leadership role.
- ✓ Begin a portfolio of writing samples, class projects, and other successes.
- ✓ Secure an internship in a field of interest. If unable to find an internship, work part-time or volunteer over the summer in an area related to interests. Experience in almost any sort of job is better than no experience at all.
- ✓ Register for and take a Professional Development class offered by the Career Center. You will learn about resume and cover letter writing, interviewing, networking, and exploration of career options.

JUNIOR

- ✓ Update résumé and create a cover letter, have them reviewed by a CSP.
- ✓ Continue to update *Handshake* and LinkedIn profiles and build network.
- ✓ Create a personal brand and develop a 30-second elevator pitch.
- ✓ Register and attend Career Day events in the fall/ spring.
- ✓ Attend info-sessions, networking opportunities, and workshops, alumni panels, and other events hosted by the Career Center throughout the year.
- ✓ “Fit” résumé for internships that directly relate to chosen career and apply to multiple internships.
- ✓ Check out graduate school resources offered by the Career Center and begin prepping for entrance exams.
- ✓ Pursue involvement, leadership and service opportunities through student organizations.
- ✓ Obtain related experience in chosen field through part-time employment, internships, a practicum, fieldwork or volunteering.

SENIOR

- ✓ Make an appointment with a CSP to develop a job search strategy; update résumé; practice interviewing, reviewing job offers, and negotiating.
- ✓ Register and attend Career Day, info-sessions, networking opportunities, workshops and events in the fall/spring.
- ✓ Put the final touches on résumé and portfolio.
- ✓ Select supervisors and faculty to serve as references, being sure to ask them before giving their names to employers.
- ✓ Clean up “digital footprint” on Twitter, Instagram, Facebook, Google+ and Pinterest.
- ✓ Identify full-time jobs by locating employers through *Handshake*, career fairs, networking, websites and direct contact.
- ✓ Customize résumé and cover letter for each position applied to and invest time in job search each day to secure a position.
- ✓ If applying to graduate school, write the personal statement and have it reviewed by a CSP.
- ✓ Build network with Baylor alumni working in field of interest.
- ✓ Accept a job and complete a placement survey!

Never leave till tomorrow that which you can do today.

Benjamin Franklin

Our staff of over 25 dedicated professionals are here to help each Baylor student create a customized career plan in order to follow a strong and attainable professional path.

Handshake Parent Primer

What is Handshake?

Handshake is the #1 place for Baylor students to apply for jobs, internships, and other employment opportunities. But, it's *so* much more than just a job board.

- **Handshake is only for college students.**

It's also college specific - meaning, at Baylor, everything in Handshake is specifically for Baylor students.

- **Handshake is a one-stop-shop for all Baylor career events.**

Students can find details and register for company info sessions, networking events, workshops, and career fairs.

- **Handshake provides students with access to exclusive career resources.**

Students have access to résumé tools, interviewing tips, best practice guides, and much more. They can also book appointments with a Career Success Professional that specializes in their major and area of interest.

Baylor.JoinHandshake.com