



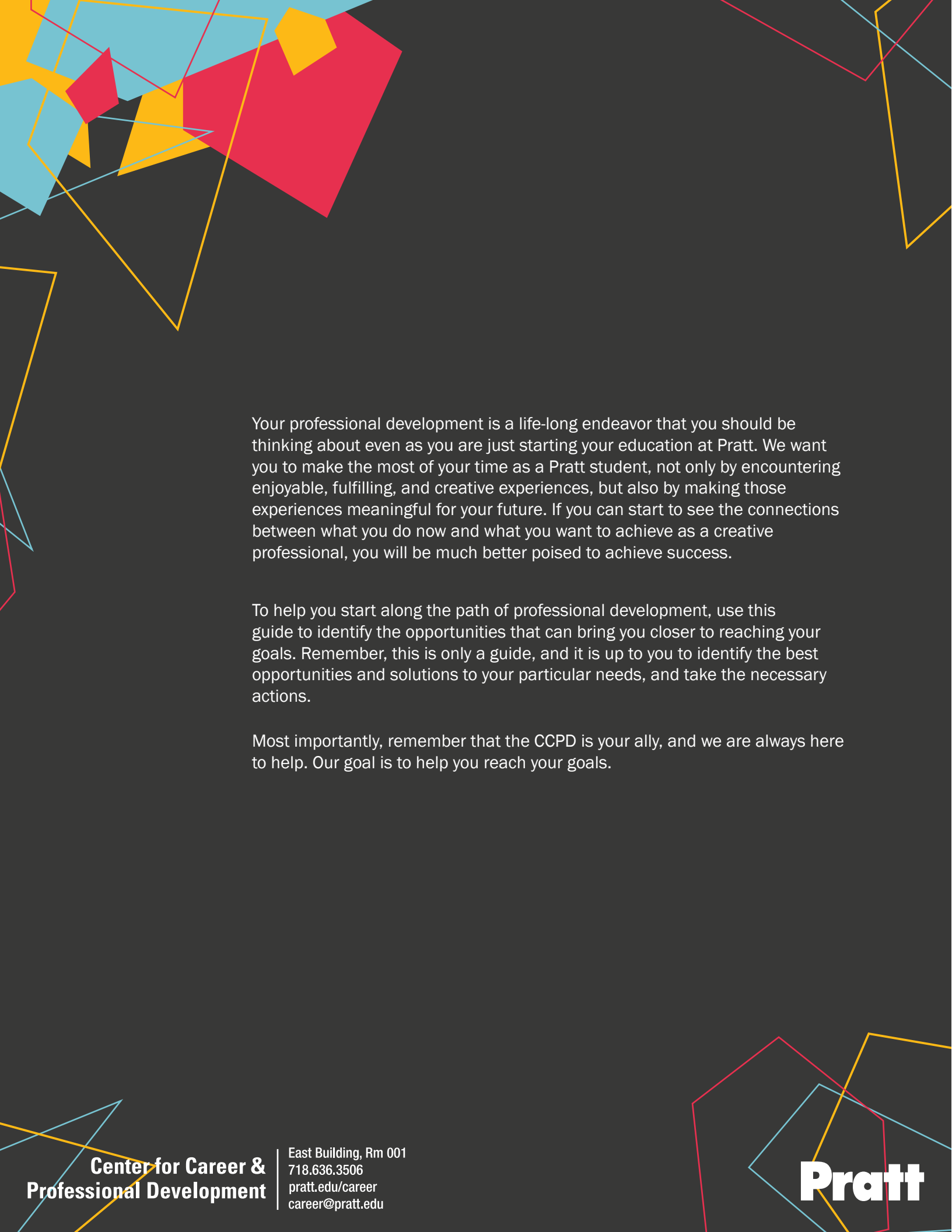
REALITY CHECK

take action towards success

**Center for Career &
Professional Development**

East Building, Rm 001
718.636.3506
pratt.edu/career
career@pratt.edu

Pratt



Your professional development is a life-long endeavor that you should be thinking about even as you are just starting your education at Pratt. We want you to make the most of your time as a Pratt student, not only by encountering enjoyable, fulfilling, and creative experiences, but also by making those experiences meaningful for your future. If you can start to see the connections between what you do now and what you want to achieve as a creative professional, you will be much better poised to achieve success.

To help you start along the path of professional development, use this guide to identify the opportunities that can bring you closer to reaching your goals. Remember, this is only a guide, and it is up to you to identify the best opportunities and solutions to your particular needs, and take the necessary actions.

Most importantly, remember that the CCPD is your ally, and we are always here to help. Our goal is to help you reach your goals.

SENIOR YEAR

REALITY CHECK

◆ THINGS TO CONSIDER:

- What is your online presence?
- What projects have you done that showcase your skills?
- What relevant professional experience do you have for the career(s) you are considering?
- Are you involved on and off campus? Has that involvement amounted to experience, skills, or a network that will help you land the right job?
- Where do you want to live after you graduate? What is the cost of living there? Have you thought about your budget after graduation?

◆ ACTIONS TO TAKE:

- Document your work and build your portfolio.
- Create a career journal that lists all of your projects, jobs, internships, and skills as a master template for applications and job opportunities.
- Research career paths of alumni – especially friends of yours who have graduated recently. Learn from what they have done and chart your own path to success.
- Attend networking events with alumni and industry hosted by CCPD.
- Talk to faculty about their career paths and collect advice. Learn to be a generous listener.
- Meet with your career counselor on strategies for entrepreneurship, employment and exhibition submissions.
- Join a network. Be part of a community.
- Make an action plan based on your goals, and ask for help as needed.

◆ SKILLS TO GAIN:

- Networking.** It's all about who you know. If you don't feel you have a strong network, join professional organizations, do information interviews, and spend time getting to know your faculty members and/or supervisors.
- Job searching.** Learn how to be thorough when researching opportunities.
- Negotiating.** Start researching salaries and thinking about your financial responsibilities. It's good to know what you need, what's likely to be offered, and how to earn extra to make ends meet.
- Presentation.** Seek out opportunities to present your work or research. Use each opportunity as a way of getting feedback from your audience.
- Interviewing.** Learn how to land the job by being confident and knowledgeable in front of an interviewer.

SKILL CHECKLIST

- ❑ **Communication.** Learn to build dialogues, ask questions and how to present your ideas.
- ❑ **Courage.** Think about risks you'll need to take and prepare yourself to be bold.
- ❑ **Cultivate mentors.** Conduct information interviews with professionals in your field and keep in touch with faculty even if you aren't taking their courses anymore.
- ❑ **Elevator pitch.** Think about how to make the best first impression and marketing yourself at a moment's notice.
- ❑ **Focus.** Think about how your projects begin to tell your story and be intentional in the way you complete class projects and assignments.
- ❑ **Interviewing.** Learn how to land the job by being confident and knowledgeable in front of an interviewer.
- ❑ **Job searching.** Learn how to be thorough when researching opportunities.
- ❑ **Manage your connections.** Keep track of who you meet. This will be the beginning of your network.
- ❑ **Negotiating.** Start researching salaries and thinking about your financial responsibilities. It's good to know what you need, what's likely to be offered, and how to earn extra to make ends meet.
- ❑ **Peer networking.** Learn who is in leadership positions on campus, talk to your fellow classmates, and start building strong connections with your peers.
- ❑ **Presentation.** Seek out opportunities to present your work or research. Use each opportunity as a way of getting feedback from your audience.
- ❑ **Prioritize.** Organize yourself by keeping a calendar of classes, meetings, events, and other obligations. Make sure you take time for yourself, too!
- ❑ **Research.** Look into your potential career options and the fields that interest you.
- ❑ **Resume writing.** Keep a list of all your skills, experience, education, leadership positions, volunteer positions, research, and projects.
- ❑ **Self-Discovery.** Explore who you are to gain insight on what creative and professional pursuits you want to discover.
- ❑ **Social media.** Think about how your social media demonstrates your interests, talents, and point of view.
- ❑ **Work/Life balance.** Be sure you are taking care of your needs by getting plenty of rest, eating well, and exercising.
- ❑ **Writing a cover letter.** Learn how to write a letter that markets your skills and meets potential employers' requirements.
- ❑ **Documentation.** Make sure you keep excellent documentation of all your work.
- ❑ **Networking.** It's all about who you know. If you don't feel you have a strong network, join professional organizations, do information interviews, and spend time getting to know your faculty members and/or supervisors.



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