

# FREE:

## FIND THE RIGHT EXPERIENCE AND EMPLOYMENT

### THE FOUR YEAR PLAN

FIND THE RIGHT EXPERIENCE AND EMPLOYMENT (FREE) is an innovative new way for GW students to navigate and plan for their own career development. FREE incorporates cumulative planned activities that enhance knowledge, build marketable skills, facilitate career exploration and feature experiential learning that will inspire and prepare students for a lifetime of meaningful work.



THE GEORGE  
WASHINGTON  
UNIVERSITY  
WASHINGTON DC

#### YEAR ONE ASSESS AND ENGAGE

Gather and synthesize information about the University's career resources to assess skills, interests, and values that support career decisions and academic majors.

- Learn about GW Career Center Services and Resources
- Conduct Self-Assessment
- Begin Construction of Personal Portfolio

Successfully contribute to part-time or Federal Work Study job, volunteer activities, and residential experiences to develop career related competencies.

- Gain Work Experience
- Volunteer in Community

#### YEAR TWO EXPLORE AND REFINE

Explore career related student groups, organizations, and employers and begin to articulate your skills, interests, values and goals; research industries and workplace environments to explore career and major interests and to test professional and work assumptions.

- Explore Options
- Get Involved and Develop Leadership Skills
- Research Employers

Develop and implement a successful plan to obtain major-related internships, part-time jobs, co-ops, and other experiences.

- Market Yourself
- Locate Career Related Experiences

#### YEAR THREE EXPERIENCE AND ENHANCE

Demonstrate an understanding of career development and job search skills and strategies that will effectively link career goals to professional realities upon graduation.

- Hone Career Development and Job Search Skills
- Develop and Expand Career Network

Identify and choose multiple career development opportunities, establish learning goals and reflect upon employment and experiences to enhance career knowledge and skills.

- Clarify Occupational Choices
- Gain Further Experience

#### YEAR FOUR REFLECT AND TRANSITION

Synthesize your experiences in academics, service, leadership, internship and experiential learning and articulate plans for post-GW success and lifelong career development.

- Reflect on Four Year GW Experience and Identify Top Priorities and Goals for the Future
- Explore and Select Occupational Choices

Utilize knowledge of transition realities to pursue professional employment or graduate school admission.

- Develop Self Marketing Campaign to Obtain Postgraduate Goals
- Create Transition Plan

YEAR ONE  
ASSESS AND ENGAGE

YEAR TWO  
EXPLORE AND REFINE

YEAR THREE  
EXPERIENCE AND ENHANCE

YEAR FOUR  
REFLECT AND TRANSITION



# FIRST YEAR:

## ASSESS AND ENGAGE



Gather and synthesize information about the University's career resources to assess skills, interests, and values that support career decisions and academic majors.

### Learn about GW Career Center Services and Resources

- Attend **Career Center Open House for Freshmen and Sophomores** and meet with a **Career Consultant**.
- Subscribe to **CCInfo**, the Career Center's listserv, to receive information about career related events and activities.

### Conduct Self-Assessment

- Establish an account with **MyPlan** ([www.gwu.myplan.com](http://www.gwu.myplan.com)) and complete the Interest, Skills, Personality, and Values inventories.
- Review **Career Options Sheets** available in the **Career Resource Room** and on the Career Center **web site**.

### Begin Construction of Personal Portfolio

- Pick up **Job Search Letters and Resumes** packet and attend **Creating Cover Letters** and **Resume Basics** workshops to learn more about writing resumes and job-search communication.
- Complete the **Transferable Skills** exercise to identify skills developed in past experiences.
- Create a resume draft and submit it for a 48-hour critique at the **Career Center**.

Successfully contribute to part-time or Federal Work Study job, volunteer activities, and residential experiences to develop career related competencies.

### Gain Experience

- Review the *Find the Right Experience and Employment* literature to determine opportunities and experiences right for you.
- Establish a **GWork** account to search for part-time and/or temporary work positions on or off campus.
- If you are Federal Work Study-eligible, attend the **Federal Work Study Orientation** and the **Federal Work Study Job Fair**.
- Finalize your Federal Work Study or Non-Work Study position by completing necessary hire paperwork.
- Reflect on current part-time position to identify likes and dislikes.
- Consider volunteer opportunities and community service.

