




University Career Center

Main Campus Downtown Campus
UC 2.02.04 One-Stop Center (FS bldg.)
(210) 458-4589

www.hireroadrunners.com

First Year Career Action Plan

- Register with  iHandshake** (www.utsa.joinhandshake.com) for work-study, internship and job listings (on/off campus), on-campus interviews, and updates about opportunities
- Schedule an appointment** with a Career Counselor to identify career options consistent with self-assessment, discuss preferences, and career-related concerns
- Take Career Assessments** to identify potential career/major paths using skills, interests, and personality preferences
- Use UTSA undergraduate catalog** (www.catalog.utsa.edu/undergraduate) to research the majors, minors & certifications that UTSA offers
- Get involved** in volunteer opportunities by searching [Handshake](#) and/or visiting the VOICES office
- Conduct informational interviews** and job shadowing with professionals in the workforce to learn more about occupations; Utilize specific externship experiences (site visits) to help you learn more about an organization or area you are interested in
- Update resume** for attending career events; meet with a Career Counselor for review (i.e. externships, fairs, information sessions, etc. – all on [Handshake](#))
- Attend campus events related to your career** or major of interest (i.e. Business Career Days, Health Professions Day, Energy Expo)
- Develop a [LinkedIn](#) profile** and start learning more about fields you are interested in by networking with other students and professionals with similar interests
- Utilize career resources** (www.hireroadrunners.com) that will help you research possible occupations (such as industry guides, career videos, and job data - required experience, education level, skills, salary, occupational growth and other key information)

*For a complete 4 Year Action Plan, please visit www.hireroadrunners.com.