

## 1<sup>st</sup> Semester: CAREER EXPLORATION

Familiarize yourself with Career Services' resources

- Set up a meeting with a Career Advisor to walk through resources
- Activate your Handshake account to schedule appointments, search and apply to internships and jobs, and view events
- Explore CV/resume guides & artist-specific resources by career field webpages
- Investigate funding page and funding database resources on CS website
- Look at Career Services "Penn and Beyond" blog
- Review Career Plans Surveys on website

Join professional associations and clubs on campus

- College Art Association (CAA)
- American Association of Museums (AAM)
- Association of Arts Administration Educators (AAAE)
- PennDesign & Penn Alumni LinkedIn groups
- PennDesign MFA Forum Blog

Attend Career Services events

- PennDesign Internship Workshop (Nov)
- MFA Career Programs
- Academic Career Conference programs on faculty careers

## 2<sup>nd</sup> Semester: RESIDENCY/GRANT SEARCH

Review your application materials

- Review residency/grant and other application materials with a Career Advisor
- Apply for MFA Extended Studio Program to teach your own class
- Connect with faculty and alumni to identify residency/grant opportunities

Focus on professional development of skills

- Prepare for Presentations at Institute of Contemporary Art (Apr)
- Explore options for 3<sup>rd</sup> elective requirement to expand on professional skills
- Use Penn's subscription to Lynda.upenn.edu to learn how to make a website

Attend Career Services events

- Faculty Conversations on the Academic Job Search
- Social media for graduate students (networking and branding)

Apply for professional summer experiences

- Schedule a mock interview with a Career Advisor
- Ask 2<sup>nd</sup> year students about their summer break experiences

Begin to research residency programs with fall application deadlines



## 3<sup>rd</sup> Semester: FOCUS

Update your CV/resume to include internship experiences

- List your summer accomplishments
- Update or begin thinking about your online portfolio/website with resources from the Weingarten Learning Resources Center, and lynda.upenn.edu

Build your network

- Start lining up your professional references
- Tap into your existing network: let your contacts know you are job hunting
- Speak with a Career Advisor to develop tailored strategies for your career development over the coming year; explore some career alternatives
- Reference the PennDesign employer contact database for possible contacts
- Use QuakerNet and LinkedIn to identify Penn contacts who can provide advice
- Speak with visiting artists and lecturers about their career path

Attend Career Services events

- Weekly Wednesday walk-ins in Meyerson 12-2 PM
- Academic Career Conference programs on faculty careers

Use resources provided by Career Services

- Explore resources by career field webpages and online subscriptions

Apply for residency programs

## 4<sup>th</sup> Semester: JOB SEARCH

Prepare for the thesis and life after graduation

- Speak with a Career Advisor on how to gain and keep professional contacts gained through MFA Thesis Exhibition
- Network with alumni on the PennDesign Alumni LinkedIn group & QuakerNet

Continue to focus on career development and exploration of career opportunities

- Prepare for presentations at Institute of Contemporary Art (Apr)
- Review your portfolio with PennDesign Alumni Association (PDAA) members
- Prepare for PennDesign Career Connection Day (Mar), and research career fair employers relevant to MFAs ahead of time

Utilize Career Services events and services

- Use Handshake to search and apply for internships and jobs
- Attend Faculty Conversations on the Academic Job Search

Interview, negotiate, accept!

- Schedule a mock interview with a Career Advisor; talk about offer negotiation
- Become a part of the PennDesign Alumni Association
- Thank your references; fill out Career Plans Survey

# MASTER OF FINE ARTS career timeline