

# 2-Year Master's Career Timeline

## Including:

Master of City Planning  
Master of Historic Preservation  
Master of Landscape Architecture

## TIPS

### Build your network

- Get to know 2nd year students, speak with professors and visiting lecturers about their career paths, attend networking events, and connect with alums through [LinkedIn](#), [MyPenn](#), and [WSOD alumni association](#).

### Use your winter and summer breaks

- Set up [informational interviews](#) with alumni and potential employers, revise your resume and work on your portfolio, and be strategic about upcoming classes: what skills do you need to develop and refine?

### Get the most out of your internship(s):

- Take on challenging projects, shadow as many of your colleagues as possible, refine your career goals, maintain contact with your supervisor

### Tips for international students:

- Find opportunities to practice your English presentation and communication skills, see if you can identify people from your home country that work for U.S. companies, use specialized resources like [GoInGlobal](#), [Devex](#), and [Uniworld](#) on the Career Services website

## Visit the WEITZMAN OFFICE OF PROFESSIONAL DEVELOPMENT & LEADERSHIP:

Kali Meeks, Associate Director  
(215) 573-9168

[design.upenn.edu/information/career-resources](http://design.upenn.edu/information/career-resources)

307 Duhring Wing | 236 South 34th Street

## Visit CAREER SERVICES:

(215) 898-7530

[careerservices@vpul.upenn.edu](mailto:careerservices@vpul.upenn.edu)

[careerservices.upenn.edu](http://careerservices.upenn.edu)

3718 Locust Walk | McNeil Building Suite 20

## First Semester: CAREER EXPLORATION

- Familiarize yourself with Career Services resources
  - Activate your [Handshake](#) account to schedule appointments, search and apply to internships and jobs, and view events
  - Set your Career Interests to get personalized content sent to you
  - Visit [Career Services](#) for resources by career field, career plan survey reports, and “Penn and Beyond” blog
  - Login to website and set your email preferences
  - Set up a meeting with a Career Advisor at Career Services
- Join professional associations and clubs on campus and find a mentor
  - Take advantage of your free one-year membership to APA
  - WSOD clubs, networks, and LinkedIn groups
  - Sign up for APA Mentorship Program or Zell-Lurie (Real Estate)
- Start researching companies/organizations that interest you
  - Sign up for [Handshake](#) job announcements and attend company info sessions

## Second Semester: INTERNSHIP SEARCH

- Update your resume
  - Review the [Graduate Design Resume Guide](#) & samples on Career Services website
  - Add first-semester coursework and new software skills
  - Review your resume with a Career Advisor
  - Have your portfolio reviewed with the Penn Weitzman Alumni members
- Prepare for Design + Creative Career Fair
  - Register for career fair on [Handshake](#) and research employers ahead of time
- Apply for internships and prepare for interviews
  - Apply for summer work study funds and scholarships
  - Review your cover letters with a Career Advisor and practice your personal pitch and interview skills via [BigInterview](#)

- Attend [Career Services events](#)

- Workshops and events on job/internship skills

## Third Semester: ACTIVELY PREPARE FOR JOB SEARCH

- Find a Mentor
  - APA and/or Zell-Lurie (Real Estate) or find alumni contacts on [MyPenn](#) and [LinkedIn](#)
  - Stay in touch with your internship supervisor!
- Update your resume to include internship experience
  - List your summer accomplishments and update your portfolio
  - Line up your professional and academic references
- Focus your job search
  - Identify where you want to work geographically and identify top employers
  - Tap into your network: let contacts know you are job hunting
  - Use Handshake to search for opportunities
- Attend [Career Services events](#)
  - Explore registered employers at all Fall [Career Fairs](#) using [Handshake](#)

## Fourth Semester: JOB SEARCH

- Make your job search a “class”
  - Treat your job search as a course and set aside time to work on it every week
- Prepare for Design + Creative Career Fair
  - Research career fair employers ahead of time and update your personal pitch
- Use Handshake
  - Search and apply for jobs and follow up with employers of interest
- Interview, negotiate, accept!
  - Schedule a mock interview with a Career Advisor when you receive an interview invitation
  - Meet a Career Advisor to talk about offer negotiation
  - Thank your references when you accept a position
  - Fill out the Career Plans Survey