



USG CONNECTS

Career Consulting Guide for Students

GOAL: EXPAND YOUR KNOWLEDGE ABOUT THE INDUSTRY AND CAREER PATHS

Consultants are to utilize their expertise to give you career-related guidance regarding your designated industry of choice. This guidance will aid you in finding meaningful, satisfying, and financially agreeable opportunities, both in the short-term and long-term: internships to full-time employment. Consultants may assist you with identifying your strengths, weaknesses, and interests and researching career possibilities and job openings.

During this unusual time of COVID-19, consultants may help students navigate the unprecedented challenges faced by those entering the labor market as new professionals.

HOW TO PREPARE:

- 1.) When you match with a professional for a career consultation, please coordinate with them to establish the date, time, and physical location or virtual meeting technology to be used.
- 2.) Prepare a short introduction (elevator speech) and tell the professional expert what specific guidance you request. It may help to let them know in advance your particular interests, so they may fully prepare.
- 3.) You should prepare your own questions; however, this list can help you get started:
 - What is the current job market in my industry?
 - What do I need to focus on academically to prepare for this industry properly?
 - What can I do with my major? What are various career paths that I may research?
 - How can I make myself stand out in the competition?
 - What do you suggest related to jobs, internships, membership in student or industry groups/associations, or other industry-related activities while I am still in college to ensure I am career ready upon graduation?
 - Where can I find a job/internship in my field?
 - How do I build upon my strengths? (Student, be prepared to share your strengths and why they are strengths in the industry of your interest.)
 - How can I improve upon my weaknesses? (Student, be prepared to share your identified weaknesses and why you think they are weaknesses for your chosen career industry.)
 - Can you help me to identify three career development goals and action steps?
 - How can I best network in these modern times?
 - Where can I find more information about jobs and careers in this industry?
 - Can you provide me with feedback on my resume and cover letter?
 - How can I improve my online presence?
- 4.) Please treat this as an actual interview, and dress professionally. While a suit is not required, professional dress is still vital for virtual consultations. For helpful tips, please link here [How to dress for an interview](#).
- 5.) You should take notes throughout the consultation and ask questions for clarification as needed.
- 6.) Be sure to thank the consultant for their time and assistance at the end of the informational interview.