

# Career Ready Plan – build your career now



## Explore your options, clarify goals

Research future career opportunities and graduate job vacancies to broaden your horizons and develop your career goals. Review and fine-tune your goals as you progress through your studies.



## Aim for academic success

Devote time to your studies and make the most of JCU resources and support available. Good results demonstrate competency, commitment, and a strong work ethic.



## Show initiative, get involved

Participate in activities and events at JCU and in the wider community. Employers look for well-rounded applicants who are sociable, collaborate, show initiative, and can balance life and work sustainably.



## Build your contacts and networks

Seize all opportunities to meet employers on or off campus, in person or online. Join your relevant professional association or student club, volunteer, attend industry events. Employers get to know you and you hear of opportunities – it's a win-win situation.



## Identify employer expectations

Talk to employers and scan relevant job vacancies to identify the skills, knowledge and experience required in jobs relevant to your career interests. Work towards filling any gaps you identify and further expanding your strengths.



## Gain career relevant experience

Apply for placements, internships, cadetships, vacation programs or other career relevant work opportunities. Gain experience and skills and demonstrate your talent and potential. Employers highly value evidence of relevant experience.



## Develop your skills

Employers are interested in the technical (clinical, scientific, pedagogic, therapeutic) and transferrable (communication, teamwork, critical thinking) skills you possess. Develop your skills throughout your university studies, workplace experiences and other life activities.



## Develop your professional identity

As a professional in training, ensure you make a good impression in all your communications. Increase your visibility to employers. Create a strong professional presence both online and in person. Highlight your interests, skills, abilities, experiences and achievements.



## Fine tune your application skills

Access JCU Careers and Employability resources and appointment service to ensure you produce professional and competitive job applications. Use JCU's Big Interview program for online training and practice. Do not underestimate the skills level required in preparing professional applications.



## Find graduate jobs and programs

Develop a job search plan and devote time to it. Identify employers, positions of interest and their recruitment practices and deadlines. Check the graduate employment programs offered by government and large employers.



## Evidence your strengths

Collect evidence of your skills, experience, knowledge and abilities. Develop a short pitch for potential employers summarising your relevant strengths. Be ready to talk confidently about them.



## Pull it all together

Check your referees are current and prepared to receive enquiries. Contact your networks to hear of opportunities. Connect with JCU Careers and Employability for coaching and support.

# JCU Careers and Employability

We support you with your career planning, decision making, job search and successful transition into graduate employment.

Visit [jcu.edu.au/careers](https://jcu.edu.au/careers) to explore our resources.



Assistance with career planning, job search, applications, and interviews. Email feedback also provided. Self-booking via the Careers and Employability website.



JCU's job portal for graduate, part-time, casual, vacation and volunteer vacancy listings. Weekly e-newsletter providing a snapshot of jobs based on your profile.



Job portal for graduate jobs, internships, and virtual career events.



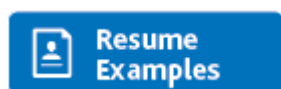
Self-paced modules to assist your career preparation, job search and transition into professional employment.



Training portal to learn, practice and improve interview techniques and build confidence.



Course-specific snapshots covering graduate opportunities, professional associations, registration requirements and more.



Casual, graduate, postgraduate and higher degree by research resume examples plus course-specific graduate resume examples.



Cover letters, selection criteria, job search checklist, starting a business and more.

## FIND US ...

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