Use this checklist to help you explore opportunities, learn about possible career paths and engage with the Center for Work and Service this year!

**FALL**
- Update MyCWS career profile to reflect current fields of preference
- Consider taking a self-assessment (MBTI)
- Attend essential meetings
  - Participate in *Day to Make a Difference*
  - Attend an info session for our *Alternative Breaks* program
  - Visit a *Global Engagement* weekly tea info session
- Create/Update your professional portfolio
  - Complete resume and cover letters
  - Review your portfolio with a CWS counselor
- Sharpen your skills
  - Watch *Finding an Internship Workshop* on the CWS website
  - Check the MyCWS internship database weekly
  - Participate in a *CWS LinkedIn Workshop*
  - Practice your interviewing skills
- Get to know your faculty members
  - Visit them during office hours to discuss coursework and more
- Connect with the CWS on social media for up-to-date information
  - Twitter.com/@MyCWS
  - Facebook.com/MyCWS
  - Blogs.wellesley.edu/MyCWS
  - Instagram.com/mycws
- Apply for *Udall, Goldwater, Critical Language, Boren* and/or *UK Fulbright* scholarships

**SPRING** *Pick up where you left off with the fall list!***
***Going abroad as a junior? Go to drop-ins to discuss your plans with a CWS counselor.***
- Submit internship or fellowship applications by deadlines
- Participate in a mock interview
- Attend *The Fair at Wellesley*
- Attend the *CWS Orientation for Summer Internships workshop*
- Looking Ahead: Attend essential meetings
  - Recruiting, fellowship, and graduate and professional school meetings

**ONGOING**
- Go to drop-in hours to meet with a CWS counselor
- Attend CWS career events and programming
- Think about majors and careers
  - *What Can I Do With This Major*
  - *Spotlight on Careers*

**NETWORK, NETWORK, NETWORK**
- Join the *Wellesley Alumnae Network* on LinkedIn to reach out to alumnae for career information
- Attend student-alumnae career events
  - *Alumnae Achievement Awards* (February)
  - *Speed Networking Night* (Fall and Spring)
  - Industry-specific career panels

**Watch for winter and early spring deadlines!**

For more information, please visit www.wellesley.edu/cws or call x2352.