Fourth Year – Implement Your Strategy

- This is the last year of your undergraduate program and it will go by very quickly!
  - If you’re following a defined career path, you need to take the next step(s)
  - If you’re looking for your Science/BMSc degree to open yet unknown doors for you, then you need to put yourself in a position that will make this happen
  - Consider doing both!
- You need to take full advantage of the resources that are here to help you – don’t wait until April to think about what happens after graduation…
- You need to remember that academic and career planning go hand-in-hand

Academic Planning:
It’s important to like what you’re doing and to set yourself up for long-term satisfaction and happiness…See a Science Academic Counsellor if you need any advice.

1) Are you set to graduate?
   - Will you meet all the requirements?
   - Do you need to extend your stay? Should you up-grade to Honors?

2) If planning to apply to graduate school, professional school, or another post-degree program:
   - See success.uwo.ca – Careers/Grad School & Other Options for general information
   - Check out http://www.schoolfinder.com/
   - See http://www.gradle.uwo.ca/ – Prospective Students for information specific to UWO
   - Attend the Graduate & Professional School Fair – October, 2014 (see westerncareercentral.ca – Event Calendar); check out www.schoolfinder.com beforehand to narrow down who you wish to talk with at the fair
   - Follow application instructions (including those with respect to references) for each institution and program, very carefully
   - Draft your application(s) and all necessary additional materials and use all available resources to review (e.g. professors, Writing Support Centre) before submitting
   - Use available resources to prepare for any interviews
     - Attend interview workshops (e.g. “Interview Skills & Practice for Med. & Dental School Applicants” see westerncareercentral– Event Calendar – around November +)

3) Work hard and do your best!

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Career Planning:
If you feel overwhelmed by the thought of graduating and finding a job, that’s perfectly normal! But don’t let those feelings stop you from moving ahead. Use the resources available to you and get moving!

1) Get your job search tools in order, early:
- Update your resume and visit Science Career Services to have it reviewed (make an appointment or come in during Office Hours)
- Understand how to write a cover letter (different for every job application)
- Prepare scripts for making phone calls and sending e-mails to employers
- Develop your “elevator speech” – to introduce yourself professionally to contacts
- Attend workshops on networking and interview skills for science students (see westerncareercentral.ca – Event Calendar)

2) Search and apply for jobs:
- Attend the Fall Career Fair and meet companies that may be recruiting for full-time employees (September, 2014 – see westerncareercentral.ca – Event Calendar) – follow-up by sending your resume directly to the people you speak with
- Attend any relevant Company Information Sessions on campus (see westerncareercentral.ca – Event Calendar) to hear about potential opportunities
- Watch westerncareercentral.ca – Job Postings starting in September for relevant job postings from companies that are recruiting “new grads”
- Make a list of companies you would be interested in working for and regularly check the “careers” section of their websites
- Check government job boards for postings and programs for new graduates:
  - Ontario – http://www.gojobs.gov.on.ca/
- Organize your search – set up a schedule for checking boards; make a d-base or spreadsheet to track postings, deadlines, applications and follow-up

3) Network & Explore Career Options – don’t just rely on the advertised job market:
- Set-up informational interviews with professionals in your field of interest or in a company or organization of interest (Visit Science Career Services to learn how)
  - This exercise may help you to solidify a very specific career choice or it may simply open your eyes to the types of jobs that could be available to you
  - Making personal contact with professionals may result in an employment opportunity down the road…
- Find out about professional associations or societies in your field – attend events, if possible
- Attend local “chamber of commerce” or other professional networks’ events
- Create a strategic on-line presence – set up a profile on “LinkedIn” – see ca.LinkedIn.com
- Consider meeting with a professional job/talent recruiter
- Volunteer with purpose
  - For a science-based, not-for-profit organization – develop contacts
  - For another organization that could exercise your skills (e.g. comp. sci. skills) or add to your transferrable skills (e.g. working as a patient assistant builds interpersonal skills)
- Maintain your d-base of contacts
- Check out success.uwo.ca - Careers

- To book an appointment with Science Career Services: e-mail scicareers@uwo.ca.
- For a listing of Office Hours: visit http://www.uwo.ca/sci/undergrad/career_services/index.html