

## ◆ ASSESSMENTS ◆

### **Major KnOWLedge**

Major KnOWLedge is an online resource developed by the career counselors at the FAU Career Center that helps FAU students identify personal interests and their relationships to FAU majors and occupations.

### **Soft Skills Assessment**

Meet with a Career Center staff member to complete a Soft Skill Assessment and discuss the skills you've acquired and the skills you wish to acquire.

## ◆ Don't Forget! ◆

This is a reminder to complete the VA Enrollment Certification request form in order to utilize the approved VA education and State Veterans Benefits. This can be done through our website: [www.fau.edu/vets](http://www.fau.edu/vets). please note that this process is to be completed every semester. For more information please contact the FAU Military and Veterans Student Success Center.

## TALK TO US

**FAU Military And Veterans  
Student Success Center**

**Phone: (561) 297- 4725**

**Email: [veterans@fau.edu](mailto:veterans@fau.edu)**

**Website: <http://fau.edu/vets>**

**FAU Career Center**

**Phone: (561) 297-3533**

**Email: [career@fau.edu](mailto:career@fau.edu)**

**Website: <https://www.fau.edu/career/>**

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**FAU**

**FLORIDA ATLANTIC  
UNIVERSITY**

# CAREER READINESS INITIATIVE

**Military and  
Veterans Students  
Success Center**



## CAREER READINESS INITIATIVE CHECKLIST

The Career Readiness Initiative is designed to prepare students for success after graduation. It encourages students to utilize their university's career center resources with the support of a career center liaison and a student mentor. This program provides a checklist of tasks to accomplish before graduation to help students secure employment in their chosen fields. Its ultimate goal is to enhance students' career readiness and increase their chances of finding meaningful employment post-graduation.

To kickstart your journey towards post graduation employment, you may refer to this checklist as your guide:

- ☐ Properly complete the VA Certification Request form
- ☐ Meet with Military and Veteran Student Success Center staff about the program
- ☐ Meet with Career Counselor to create a Career Action Plan and establish career goals
- ☐ Create and update your Handshake account
- ☐ Attend a Resume Writing workshop
- ☐ Attend a Networking event
- ☐ Attend an Interview Preparation and Mock Interview workshop
- ☐ Attend a Career Expo or Internship & Part-Time Job Fair or a Graduate Open House
- ☐ Meet with a career counselor to start the job search process

While not mandatory for the Career Readiness Initiative, engaging in the following activities can elevate your competitive edge in the job market:

- ☐ Explore the OWL professional clothes Closet
- ☐ Build your LinkedIn Profile

## FOUR YEAR PLAN

You have the flexibility to break down the checklist into smaller segments, allowing you to complete tasks during each year of your time in school. How you choose to engage with this program is entirely your decision, however here is what we suggest:

### Year 1:

- Meet with Military and Veteran Student Success Center staff about the program
- Meet with Career Counselor to create a Career Action Plan and establish career goals
- Create and update Handshake account

### Year 2:

- Attend Resume Writing workshop
- Attend a networking event

### Year 3:

- Attend an Interview Preparation and Mock Interview workshop
- Attend a Career Expo or Internship & Part-Time Job Fair or a Graduate Open House

### Year 4:

- Attend a Career Expo or Internship & Part-Time Job Fair or a Graduate Open House
- Meet with career counselor to begin job search process