Take charge of your career! Get a head-start by gaining experience relevant to your future.
Learn more about yourself. Identify, accept and create opportunities to grow your skills and knowledge.
Set clear goals to challenge yourself.

Self-awareness – To effectively manage your career you must have self-awareness. Consider the following:

**Interests:** What do you enjoy doing? What are you good at? What motivates you?

**Values:** What is important to you?

**Personality:** What is your personality style? (Try the self-assessment tools via your MySCU / MyCareer link.)

**Skills:** You already possess a range of valuable employability skills often gained from school, sport and community involvement. What key skills do you need to develop?

**Personal goals:** Set yourself realistic career goals from year one of your studies and record your achievements.

**Influences:** Who are the influential people in your life? Parents, friends and family are often the biggest influences. Meeting someone unexpectedly can also have a big influence on you.

Try new opportunities – By trying new experiences and taking up opportunities you can: build your self-awareness and confidence; expand your professional network; improve skills and increase your employability. Suggested strategies:

- Join the State Emergency Service, surf life saving associations, or other not-for-profit organisations to make contacts and diversify your knowledge.
- Gain part-time employment, whether it is in an industry related to your degree or not, it is all valuable.
- Volunteer as a UniMentor, Career Ambassador or School Host.
- Become involved in sports or a club to learn and grow both professionally and personally.
- Access LinkedIn to find online groups to build your network.

The Career Development Service supports current students to undertake 70 hours of work experience with an employer in their chosen industry. Take this opportunity to gain relevant practical experience in addition to a formalised placement or internship which may be offered through your degree studies.

Email: careers@scu.edu.au for further information.

Additional training – Enhance your personal and professional growth by undertaking additional training to supplement your academic skills and knowledge.
Participate in:
- Seminars or MOOCs (Massive Online Open Courses)
- Industry certifications
- Professional training while or practicums
- Other training opportunities that can increase your employability such as short courses offered by regional training organisations or industry associations.

“Choose a job you love and you will never have to work a day in your life.”
- Confucius
Resources – Know where to find help and more information about employers, resume writing, job search techniques and branding yourself. Use these links for information and assistance:

- SCU Career Development Service
- SCU Career Development Program (CDP) on MySCU – this also gives you access to online self-assessment tools
- CareerHub for job vacancies, workshops and resources
- SCU Fact Sheets
- Download Career FAQs booklets from the SCU Career Development Program site.

Take care of you – Empower yourself to be successful by boosting your resilience and wellbeing. Learn to effectively balance study, work, life and play. The University offers many resources and support services to assist you. Access the following resources:

- SCU Resilience and wellbeing (on MySCU)
- SCU Counselling Service – Learn, Grow, Flourish (appointments, workshops, tip sheets)
- The desk – a resource aimed at supporting Australian tertiary students achieve mental and physical wellbeing
- SCU Career Development Program (MyCareer link on MySCU)
- The pursuit of Happiness – resource bringing the science of happiness to life.

Action plan checklist

☐ I have accessed the SCU Career Development Services website at scu.edu.au/careers
☐ I am registered with CareerHub.
☐ I have worked through the relevant modules in the SCU Career Development Program at MyCareer on MySCU.
☐ I have started a portfolio to record my achievements and experiences.
☐ I have conducted searches on the internet, CareerHub, newspapers or in my local area for relevant paid and volunteer jobs.
☐ I have joined my professional associations and any relevant on-campus groups.
☐ I am looking for opportunities to develop my transferable skills.
☐ I have reviewed my resume format against the recommended CDP module.
☐ I have created a Linkedin profile and reviewed my social media profile.
☐ I am building my industry contacts, list of potential employers and professional networking opportunities.
☐ I have accessed the SCU Counselling Service and read their tip sheets.

Where to find more help

- Work through the SCU Career Development Program on MySCU – learn.scu.edu.au
- Visit careerhub.scu.edu.au for job vacancies, events and resources
- Email for a careers consultation: careers@scu.edu.au
- For further resources and fact sheets go to scu.edu.au/careers