



called

your story, your impact

FIELD GUIDE

Seattle Pacific
UNIVERSITY

*"We must know that we have been created for greater things,
not just to be a number in the world,
not just to go for diplomas and degrees, this work and that work.
We have been created in order to love and to be loved."*

Mother Teresa

This field guide belongs to:

*"For surely I know the plans I have for you, says the Lord,
plans for your welfare and not for harm,
to give you a future with hope."*

Jeremiah 29:11

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KEY:



= Milestone














= Career Tool



= Discernment Practice

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KEY:



= Milestone












= Career Tool



= Discernment Practice

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EXPLORE YEAR ONE

"Listen for God's voice in everything you do, everywhere you go: God is the one who will keep you on track."

Proverbs 3:6

DISCERN YEAR TWO

PREPARE YEAR THREE

LAUNCH YEAR FOUR

You are beginning a new stage in your life that is likely filled with excitement and fear. You have two big tasks during this first year: to explore and learn how to do college well.

Explore! You will discover areas of study and careers you didn't even know existed. You will discover parts of yourself that will surprise you.

Learn How to Do College! Dig deep into the topics.
Talk to your professors if you are struggling. They want to help.



School - Job #1

Be Here Now.

Yes, your future is exciting and uncertain. But your present is “Being a College Student”; and that’s your vocation *right now*.

What does that mean?

Lots of things, but here are a few:

- Go to class. Know the syllabus. Talk to your professors.
- Work hard in *all* of your classes; seek places to go deeper.
- Manage your time. Learn to say no.
- Find the library and good places to study!
- Confused, falling behind? Talk to your professor, go to the SPU Center for Learning – basically, *ask for help*. Your professors and SPU staff are here to help you - seriously.

Work/Life Balance.

Work hard, have fun (*but not too much*).

- Exercise. Find a friend and work out. Join an intramural team. Walk to places in the city (i.e. see how *little* you can use a car – it’s amazing). Take the stairs. Join an SPU club (bike club, dance club, yoga club).
- Get out into the woods or on the water (tour Seattle’s great park system, get to Puget Sound or Lake Washington beaches, or hike in the nearby mountains). Check out SPU’s Outdoor Recreation Program.

Wander around a bit. Follow your passion to learn in ways and places beyond the official curriculum: *don’t let school get in the way of your education*. But, remember: being a **student is your current vocation**.



How Do I Find a Major that Fits?

Yes – this is the question everyone is asking.

If you are ready to choose, go for it. If you are not, that's OK.
Many others are not ready to choose (even if they say they are).
But it's never too soon to ask some questions.

Ask yourself:

- What do you enjoy learning?
- Which assignments/activities bring out your best work?
- What do you enjoy doing in your free time?
- What activities are most rewarding to you?

With your answers in mind, reflect on where you might go from here:

- Meet with professors/advisors to discuss your options.
- Review majors and programs offered at SPU and narrow your choices.
- Check out academic department websites to see what captures your interest.
- Explore which major(s) align(s) best with who you are, who you hope to become, and what gifts you have to offer the world.
- Consider taking an Introductory Class for a major, or GS2001 "Major & Career Exploration" or GS2000/4000 "Finding Your Vocation."
- Talk to people who are doing things that interest you and ask what they studied in college. (Refer to pg. 18).

But what will you do with that major? To this it's OK to say – I don't know. **Remember:** majors are important, but your major is not your destiny or your identity.



What Matters Most to You?

What Do You Value?

Rate the following on a scale of 1-9 with 9 being most important.

- | | |
|--------------------------------|---------------------------|
| _____ nature | _____ ideas |
| _____ people/relationships | _____ stress-free life |
| _____ beauty/art | _____ action/involvements |
| _____ money/financial security | _____ God/spirituality |

What Do You Value in Your Work?

Pick the **5 items** that are most important to you.

- | | |
|--|---|
| <input type="radio"/> Work/life balance | <input type="radio"/> Advancement opportunities |
| <input type="radio"/> Managing others | <input type="radio"/> Recognition or fame |
| <input type="radio"/> Quality relationships | <input type="radio"/> Teamwork |
| <input type="radio"/> Power and authority | <input type="radio"/> Healing people or society |
| <input type="radio"/> Job security | <input type="radio"/> Benefits |
| <input type="radio"/> Exciting work | <input type="radio"/> Low stress work |
| <input type="radio"/> Independence/autonomy | <input type="radio"/> Spirituality |
| <input type="radio"/> Consistent daily routine | <input type="radio"/> Flexible work |
| <input type="radio"/> Variety | <input type="radio"/> Travel |
| <input type="radio"/> Creativity | <input type="radio"/> Location |
| <input type="radio"/> Working with your hands | <input type="radio"/> Career development |
| <input type="radio"/> Responsibility | <input type="radio"/> International assignment |
| <input type="radio"/> Wages | <input type="radio"/> Ethical organization |
| <input type="radio"/> Intellectual challenges | <input type="radio"/> Cutting edge work |

Based on this, explore future paths in conversations with others and God.



Meet with a Professor

Professors at SPU love to meet with students. So, yes, do this. Show up to office hours or grab a friend and ask a professor to coffee.

Prepare a list of questions. Here are some suggestions:

- How did you end up teaching at SPU?
- What in your experience allows students to thrive at SPU?
- What advice would you give new students like me?
- What do you do in your spare time?
- What careers do graduates in your major pursue?

When you meet, be sure to:

- Share a bit about yourself (strengths and uncertainties); why you are considering whatever major(s) you are considering.
- Thank the professor for his/her time.

Afterwards:

- What did you learn? What are your next steps for further exploration?
- Send a thank-you email.

**Get your Field Guide
initialed by
a professor.**





Take an Assessment

Ever wonder how your personality, interests and values relate to your choice of major and career? The Center for Career & Calling (CCC) offers several assessments that can help you explore these connections. Two of the most popular assessments are:

Myers-Briggs Type Indicator: This online assessment provides a personality “type.” You’ll meet with a career counselor to discuss how your type and preferences relate to academic majors, potential careers and work environments.

Strong Interest Inventory: This online assessment measures your interests in six broad categories. You’ll meet with a career counselor to see how your results relate to academic majors and occupations that may be a good fit for you.

Jobzology: This is a comprehensive assessment tool available on the Center for Career and Calling website.

Remember, this is all *information to work with*, not THE ANSWER.

Call or stop by the CCC on the second floor of the SUB to get started!



Check Out a Faith Community

Finding a faith community outside of SPU is an important way to grow. Join a friend and start exploring! Get to know new places, new people, the city of Seattle better, and serve others!

Search it out. To find the right place for you:

- Visit Campus Ministries to see what churches are in the area, including ones that provide transportation to/from campus.
- Ask your dorm floor-mates, SMC, or RA where they attend and go with them.
- Ask your professors.
- Visit churches with other students; don't fear *branching out*!
- Find a place where you can grow and serve others.
- This is a great way to meet new people who care.



What is your Calling?

Is there a perfect job or major for me?

Should I wait until I know?

How will I know?

Can it change?

These can be daunting questions. **Fear not.** Doug Koskela, SPU theology professor, can help you grapple with these questions. His book, *Clarity and Calling*, identifies three types of “calling” on our lives:

1. **General Calling:** The general principles God calls all people to live by. This is the person God is calling you to be. Love God. Do justice. Love mercy. Walk humbly. Do unto others as you would have them do unto you. What is at the heart of your general calling?
2. **Missional Calling:** A God-given guiding mission that aligns with your gifts, passions, and experience. What is the unique constellation of gifts, passions, and experiences that God has given you?
3. **Direct Calling:** These are the rare moments when God clearly speaks to you for a particular task that you may or may not want to do. Not everyone has these experiences. When has God asked you to do something in the moment?

Get ready to explore these topics and more in the class:
Christian Formation (UFDN 1000).



“How goes it with your soul?”

SoulCare small groups practice SPU’s Wesleyan tradition and facilitate growth in awareness and love of self, neighbor, and God. Participants gather weekly to ask and answer the questions that go deeper than “How are you?”

“How goes it with your soul?” means:

- How does your soul prosper?
- How is your life with God?
- Describe your last week as a weather pattern. What would it be? An example?
- What is something God has taught you? Or shown you this week?

Look forward to being part of a SoulCare group in UFDN 1000.

SoulCare
WESLEYAN SMALL GROUPS



Just Do It: Build Your Résumé!

While important, it's not brain surgery.

Here's how:

- Identify your strengths, skills, abilities and accomplishments.
- Organize these into categories:
 - ◆ Qualifications, Skills or Highlights
 - ◆ Education
 - ◆ Experience (jobs, volunteer work, academic projects)
- Ask for feedback from professionals in the field, career counselors at the Center for Career & Calling, and professors; then edit.
- Be humble, but don't undersell yourself!
- Check out tips and sample résumés for inspiration on the CCC website.

**Get your Field Guide
initialed at the
Center for Career
and Calling.**





Meet People

Get informed, mentored, and inspired!
Here are some ways to get connected on campus:

- Go to a club meeting
- Try an intramural sport
- Interview a mentor (from SPU's Mentor Program or elsewhere)
- Meet with a staff member from the Study Abroad Office, University Ministries, Multi-Ethnic Programs, etc.
- Volunteer on or off campus through the John Perkins Center, or your favorite organization
- Go to a hall council meeting
- Get involved in student leadership
- Greet people you know from a class by name

Networking tip:

Remember that networking is, basically, meeting people.



1st Year Meeting with Your Advisor

Check-in with your advisor.

Consider these questions to prepare for the conversation:

- In your time at SPU, what has been exciting, scary, frustrating, and reassuring?
- Are you discovering new things about yourself?
- How are classes going?
- How are you connecting on campus? Is it challenging?

Going Forward

- What are some new things that you are learning about possible careers?
- What majors are you thinking about? It's normal if your idea for a major is shifting.
- What classes, relationships, and experiences at SPU are helping you to become the person you wish to be?

**Get your Field Guide
initialed by your
faculty advisor.**



EXPLORE YEAR ONE

A life's work is not a series of stepping-stones onto which we calmly place our feet, but more like an ocean crossing where there is no path, only a heading, a direction, which, of itself, is in conversation with the elements.

David Whyte, Crossing the Unknown Sea

DISCERN YEAR TWO

PREPARE YEAR THREE

Academically, this is the year for you to continue to expand your mind, wrestle with life's big questions. You will choose a major which can be both exciting and a little scary. You will also discover that the deeper you go in any subject, the bigger it gets.

Socially, you will continue to build and expand friendships that may last the rest of your life.

Professionally, this is a great time to interview people doing work that interests you as you think about an internship you want next year.

LAUNCH YEAR FOUR



The Daily Examen: Getting Perspective with God

A Simple but Powerful Prayer Practice. Sometimes, college students think God has a secret plan or that God's signs should be big and bold, just like God. St. Ignatius discovered a way of sensing the spirit of God, the "consolations" and "desolations" of our lives, in an everyday way.

As you close your day, ask God to help bring to mind the moments, the activities, conversations, and experiences of your day.

1. When did you feel close to God? When did you feel far away? When did you feel the most joy? When did you feel the most sadness or anxiety?
2. When did you have the greatest sense and expression of your gifts and skills, or meaning and purpose today? When did you feel the least sense of these?
3. When did you need God today? What were you sorry for?
4. What are you most grateful for today?

Noticing patterns can help with making decisions about your major and calling, friendships, and the future.



Correspond like a Professional

The way you write emails to professors and others matters.

Here are some tips:

Include a salutation. “Dear (name of person)” is most professional. If communicating with a professor, use Professor. If addressing a potential employer, use Mr. or Ms. and the person’s last name, or Hiring Manager.

Begin with a social nicety. You might say, “I hope you are enjoying the nice weather.” Or, “I hope you had a nice weekend.” Or, “It was a pleasure meeting you.”

Remind them of how they may know you. Are you in their class? Did you meet at an event? Did a mutual contact refer you to them? Did you find them through LinkedIn or an organization’s website?

Clearly state the reason for your message. Do you have a question they can answer? Are you interested in learning more about their work or organization? Are you offering to be of service?

Sign off. Some expression of gratitude is appreciated. End with “Thank you,” “Best,” “Sincerely,” or something similar.



Informational Interviews: Yes You Can!

Start talking to the pros. Informational interviewing is a fantastic way to explore possible careers. It is simply talking to people who are doing something you are interested in.

Take the first step – it's not as hard as it may seem. With the first step - the scariest part is reaching out and contacting people; this is ironic because you will find people LOVE to talk about themselves! See the previous page for tips on how to word the emails.

How do you do it?

- Talk to your family and friends. Ask a professor if he/she knows alumni doing work you might be interested in. Use LinkedIn to find people.
- Ask for a 20-30 minute meeting and ask them about their jobs. Don't know what questions to ask? Check the Center for Career and Calling website or do a Google search for questions.

In the spaces below, identify two people whom you will interview this year.

**Get your Field Guide
initialed at the
Center for Career
and Calling.**





Informational Interviewing Demystified

Conducting the interview is easy. You just need to be a good listener. Come with your questions and paper to take notes. Arrive on time and dress professionally. This is very important because you are asking for their valuable time!

Potential Questions

- How did you get into this field?
- What was your first job out of college?
- How did you get your first job in this field?
- What do you like most/least about your job?
- What skills should I be developing to prepare for a career in this field?
- What advice would you give someone like me?
- *More questions can be found on the CCC website and by Googling "informational interview."*

Ending the interview

- Quit on time!
- Thank the person for their time!
- Ask if there are other people whom they think would be valuable for you to talk to (this will expand your network).
- Get a business card and send a handwritten thank you note (this is very important since this person is someone now in your network!).



Job Shadow

Do you wonder what a typical day would be like out in the world of work? Observing a professional in action is called “job shadowing.” Here’s how:

Find a professional. Ask family, friends, and professors for suggestions of people working in your field of interest; use LinkedIn to find SPU alumni and others in companies or jobs you are considering. Apply through SPU’s Mentor Program on Banner or by contacting the Center for Applied Learning, or schedule an appointment with a career counselor at the Center for Career and Calling. They would love to help!

Get started. Send an email to introduce yourself. Ask if you can shadow the person on their job and schedule a time for a 2-8 hour job shadowing experience.

Job shadow. Arrive on time, dress professionally and ask good questions. Offer to lend a hand during the day.

Follow up. Send a thank you note or email message. Ask for a business card, connect on LinkedIn, and stay in touch!

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Your Major Is Not Your Destiny

Major choice matters – but it's not everything.

50% of college graduates are in a career not directly related to their major.

80% of students in the US change their major at least once AND on average, college students change their major at least 3X over the course of their college career.

93% of employers agree that a job candidate's demonstrated capacity to think critically, communicate clearly, and solve complex problems is more important than their undergraduate major.

What to DO?

- Talk to people who have been there. Get their stories by conducting informational interviews.
- Equip yourself with resources. Look at “Debunking Major Myths” on the SPU Center for Career and Calling website.
- Keep on completing the “Milestones” of this Field Guide.

All majors can lead to successful careers and meaningful service.



Feeling Lost?

Has the trail become murky?

There will likely come a time when you will feel lost in school.

The Scouts have the following advice: **S-T-O-P!**

- **Stay calm.** Before you do anything, step back and get a hold of yourself. Make sure you are thinking clearly. Slow down, breathe, drink some water, talk to a friend. Give yourself enough space that your emotions aren't overwhelming you.
- **Think.** Consider where you are right now. How did you get here? How have you gotten out of similar struggles in the past? What do you have that can help you stay healthy and take a good next step?
- **Observe.** Look for landmarks. Get some perspective. Talk to someone who knows about being lost. Consider talking with someone in the Student Counseling Center or the Center for Career & Calling, two great resources on campus.
- **Plan.** Figure out the next steps that you will take. It's time to look at a map and take action. Mark your trail along the way so you can find your way back and other people can find you! Maybe the best solution is to stay where you are. Scouts advise: get noticed, make a fire with lots of smoke, and shout for help.

Similarly, when lost we all need to stop, take in our surroundings, remember God knows even if we don't, and reach out for help.



Build Your LinkedIn Profile

More than **95%** of employers use LinkedIn to find candidates for internships and jobs!

- **Headline.** This is what the recruiters at companies read first. Make it count!
- Profiles with a **Photo** are seven times more likely to be viewed!
- **Summary.** Confidently communicate your qualifications and goals. Refer to relevant work, community service and research.
- List your **Experience** (jobs, volunteer work, class projects). Add examples of your writing, research, or design work.
- Highlight your **Education!** Include major(s), minor(s), study abroad, and coursework related to your goals.
- Fill the **Skills** section with keywords that match your strengths and experiences.
- Add **Connections!** Aim for 50 connections and keep building.

Get your Field Guide
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Center for Career
and Calling.





Discernment: Who's Talking?

Sometimes the voices in your head can interfere with listening to God while you're making decisions. Take time to sort them out and then discuss your decision alone with God.

Helpful exercise:

- Choose a decision that you are needing to make.
- Identify the voices that you hear as you consider this decision. What do they say? What tone of voice do they speak in? Are they helpful or not helpful?
- Do you recognize the voice? Whose voice is it? (Society? Family? Friends? Enemies? What do you want to say in response?)
- Helpful or not, ask voices to move aside as you discuss your decision with God.
- Thank God for this time of prayer. Promise to check in again soon!

"If today you hear God's voice, harden not your hearts."

Psalm 95



Community: Seeking the Wisdom of Others

Ask questions of mentors, teachers, counselors, family and friends, and pastors. Ask things like:

- What do you see as some of my gifts and talents?
- When have I appeared most engaged, joyful, and fulfilled?
- What do you think are some ways I might be called to serve others?

Keep in mind that there may not be an easy “answer” to finding God’s call; you may even find that some perspectives conflict or change. Mentors and family may be a helpful resource, but their perspectives may not be defining for you. Vocational discernment is a slow, deliberate process that can continue for a lifetime. Vocation is created through experience and by discovering new contexts in which to express our gifts and passions. The goal of seeking our vocation is to live it out in the world, avoiding the traps of perfectionism, inertia, and fear.

We are made of love and for love. Our vocation is not only about what God wants us to do – though it is about that; it is also about being the voice of God – cultivating peace, joy, and well-being, as we love and serve in the world. Use the insight of your community to guide and inform your path. Soon you will be using your gifts to serve and strengthen the people around you.



2nd Year Meeting with Your Advisor

By the end of the year, you will likely apply for a major.

To prepare, look over the SPU Undergraduate Catalogue and degree sequence sheets so you know the admission requirements to that major(s).

- **How did your second year go?** What classes did you most enjoy and which went best? Which areas of study have really interested you?
- **So far at SPU...** what has been exciting, scary, frustrating, reassuring?
- **Have you selected a major?** Why did you select this major? If you do have a major in mind, how are you doing in the classes required for that major? If you are still seeking a major(s)/minor(s), do you know how to find information about that major including admission/course requirements and opportunities after graduation?
- **What clubs and other activities are you involved with?** How can they help build skills and knowledge for work or life?
- **Resilience:** What factors are enabling you to be successful (or limiting your success)?
- **Interested in studying abroad?** Discuss options with your advisor.

**Get your Field Guide
initialed by your
faculty advisor.**



EXPLORE
YEAR ONE

DISCERN
YEAR TWO

PREPARE
YEAR THREE

LAUNCH
YEAR FOUR

*Instead, fix your attention on God.
You'll be changed from the inside out.
Readily recognize what he wants from
you, and quickly respond to it.*

Romans 12:2 (the Message)

Academically, this is the year when you get to study and think deeply about a major that you are passionate about with fellow students and professors who are passionate about the same things!

As an emerging professional, this is the year to conduct informational interviews with people who are currently employed in careers that you would like to pursue. This is also the year to start thinking about and then pursuing an internship, service learning, or other career-related work so you have some experience on your résumé. Classes will become more meaningful with a little experience under your belt.



Are You a Transfer Student?

As a transfer student, you bring something new to SPU. We're excited to have you here! The following steps will make your transition and experience as rich as possible:

- **Connections.** Introduce yourself to your fellow students early in the quarter. Get to know some of them. Look for opportunities to study together! Look for a club or organization of interest.
- **Meet Professors.** Visit your professors during their office hours – they love visitors! Get feedback on their expectations and how you are doing.
- **Meet with Your Advisor.** Meet with your faculty advisor as soon as possible to lay out the classes you will need to graduate. Draft a plan for how you will complete them in the next 2-3 years.
- **Visit the Library.** Check in with the librarian to get the lay of land.
- **Stop by the Center for Career and Calling** to discuss how to jump start your career development in your time at SPU.



Discernment: Trust Your Heart, Use Your Head

Facing a Big Decision?

Remember to use your whole person when you make your big decisions.

Try this Decision-Mapping Process:

- 1. Create a large map** that includes every element of the decision. Rank your feelings about each element of the map, 0-9.
- 2. List your options and ask:**
 - What is most reasonable and logical about this choice?
 - What feelings do I have about it?
 - Can I follow through with this choice in a practical, physical way?
 - With this choice, am I on my path?
- 3. How's it feel?** As you lean toward your choice, ask:
 - Do I feel at peace? Can I live with this choice?
 - Is there something about this choice that points me back to my other options?



Gain Experience

In college, learning happens inside and outside of the classroom; employers highly value experience-based knowledge. What kinds of learning experiences do YOU want? Try some of these.

- **An internship.** Take your classroom learning to work; develop new skills; expand your network (by meeting people who share your interests). Check out Handshake (SPU's job posting system) or ask faculty and staff to help you develop internship ideas.
- **Service learning.** Help effect positive change, build cultural understanding, discover and contribute your strengths and gifts while serving one of the many organizations that welcome SPU students' contributions. Which organization would you like to serve? Visit the John Perkins Center at SPU for more information.
- **Travel with study abroad or take a SPRINT trip.** Gain knowledge about the world. Develop personal confidence, independence, language, and life skills. Maybe you'll discover your calling while you're abroad?
- **Research with a faculty member.** Explore the possibility of graduate school; contribute to real world research; and be prepared for research jobs with your hands-on experience on campus.

Get your Field
Guide initialed by
a faculty member.





Meet Your Next Employer

Explore careers and learn about employers looking for the talent you offer at SPU Career Events.

- **Employer Meet Ups:** These casual gatherings are like a group informational interview. Ask questions, get answers, and find out what it's like to work at that organization. Meet professionals who want to help you explore your career options.
- **Career Treks:** "Trek" with us off campus to visit an employer's headquarters! Tour the company, talk with leaders and SPU alumni who work there. Get the inside scoop and see if they might be a good fit for you.
- **Mega Meet Ups:** Match your skills and interests with specific industries at this career fair /networking event. Learn from employers about internship and job opportunities. Find out how to successfully transition from college to career.
- **Career Fairs:** Some academic departments have focused Career Fairs. If yours does, be sure to attend them, even if you're not looking for a job yet!

Get your Field Guide initialed at the Center for Career and Calling.





Get a Mentor

Why have a Mentor? Mentors are often key to our achievements. They answer questions, serve as advocates, and help you navigate school towards your profession and other work.

Mentors are like a life force. The interest and the support from a mentor can build your confidence to undertake new challenges head-on.

Be patient. Mentoring relationships can evolve organically, for instance, from a project or involvement that you have shared together. Show some initiative by requesting to go to coffee or lunch, and offer updates on your life and work. Ask questions that show you want or need their feedback.

Where mentors may be found:

- SPU's Mentor Program at the Center for Applied Learning (see website)
- Professors with whom you resonate
- SPU Switchboard – Build a relationship with an alum or SPU community member by posting an “Ask” at <https://spu.switchboardhq.com/>

**Get your Field Guide
initialed at the
Center for
Applied Learning.**





Are You Career Ready?

Take these four steps to help you launch your career:

Know Yourself. What experiences, strengths, skills and gifts do you bring to the work you do? Is there a connection between your work, your values, and your sense of calling?

Articulate Your Strengths. When you introduce yourself, meet with someone for an informational interview, or prepare for a job interview, share your story! Know your unique blend of gifts and let others know how you can be valuable to their team, organization or field.

Connect with People. Reach out to professors, fellow students, family and friends, people in positions or organizations you admire. Your connections will help you discover opportunities.

Get Experience. Look for opportunities to get work experience. In preparation, develop targeted résumés and cover letters, create a professional LinkedIn profile, and have a list of references ready to share. Connect with others! It's the most powerful way to find jobs that interest you. Consider volunteering or working on temporary assignments. Search targeted job boards. Be persistent, professional and positive!



Is Graduate School for You?

Where can graduate school take you? Talk to a professor in your major! That is – what opportunities for work and personal/spiritual growth might require this next step in study? Research options and prepare a list of questions.

Who's been there? Find people who have been through the sort of grad program that draws you. Start with your professors and alums you find on LinkedIn or SPU Switchboard. Get their candid stories and tips.

Testing. What tests are required such as the MCAT, GRE, GMAT, LSAT (see Library web-page on Career, Vocation, & Calling: Graduate School). Talk to professors, peers, alums, and career counselors.

Cost? Talk to people experienced with program(s) you are considering such as professors and peers. The kinds of costs and reasons for them vary widely among graduate programs. Consider carefully; run the numbers. Some programs, like Medical School, usually require you to take on big debt. Others, such as in the Humanities, are often fully funded.

Why go? Sometimes, it is clear that you need to take this step to pursue your life goals. But perhaps you are considering this because you don't know what else to do. Pause and breathe. It's better to take a transitional job and take time to discern, than to take on debt when you aren't sure.



Discernment: Imagine This

Making a hard decision? Put your imagination to use and try a different way of looking at the same decision:

- Try the decision on, like a new sweater. How does it make you feel? Relaxed? Uncomfortable? Then, for the next few days, “try on” the other option. How does this one feel to you?
- Imagine a person you have never seen or known, and imagine the advice you would give them regarding this very same decision.
- Imagine yourself at the end of your life, looking back and asking yourself the question: what was the best choice? Imagine yourself before God. What choice would honor God?
- Imagine yourself as your “best self,” or your “true self.” If you were freer and more loving, what would you choose?

*“Before I can tell my life what I I want to do with it,
I must listen to my life telling me who I am.”*

Parker J. Palmer



3rd Year Meeting with Your Advisor

This is the time to map out the requirements for your major and minor to ensure you complete them on time. If your plans have changed, taking you in a new direction, then it's time to map out the new course!

Check-in

- What are you recently discovering about yourself?
- What challenges are you facing right now?
- Where do you feel called to serve in the broader community?

Mapping Your Journey

- What steps will you take this year to prepare for life after college (e.g. informational interviews, revise your résumé and/or LinkedIn profile, get additional experience)?
- If you haven't been to the Center for Career and Calling, just go! Share where you are at and receive potential next steps.

Going Forward

- Ask your advisor for names of 1-2 alumni you can talk to who are pursuing a career you wish to learn more about.

**Get your Field Guide
initialed by your
faculty advisor.**



EXPLORE
YEAR ONE

DISCERN
YEAR TWO

PREPARE
YEAR THREE

LAUNCH
YEAR FOUR

*"And remember,
I am with you always."*

Matthew 28:20

Just when you have figured the whole college thing out, you are now faced with the reality that in less than one year you will experience another new beginning. It would be easier not to think about it; to just get through your senior level classes. That seems like more than enough!

But preparing for your transition to the work-world or graduate school is a lot easier to do while you are still in college. If you haven't taken an internship, this is the year! Employers say that internships are one of the single most important things you can do to prepare for the work world! This is also the time to keep up those informational interviews with people who are doing the work you eventually want to pursue.



4th Year Meeting with Your Advisor

Your senior year is the time to learn deeply about your major, set yourself up for the next step in your career, and savor your final time in college.

Check-in

- As you think about life after college, how do you feel – excited, stressed, scared, empowered?
- What do you want to take away from college?

Mapping Your Journey

- Are you on track to graduate?
- Ask your advisor and other professors about networking with alumni and more informational interviews.

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Update Your Résumé & LinkedIn Profile

- **Organize experiences.** Place class projects, research, involvements in student organizations, volunteer work, internships and jobs into categories, like “Industry Experience,” “Leadership Experience,” or “Additional Experience.”
- **Describe accomplishments.** Use action verbs like led, served, analyzed. Numbers look great on résumés, the number of people in a group you led, the dollar amount of the budget you managed.
- **Identify “key words” in job postings.** Use them to describe your skills and work.
- **Double check.** Spelling and grammatical errors can happen! Ask for feedback from professors and professionals in the field. Have your résumé reviewed by someone in the Center for Career & Calling.

**Get your Field Guide
initialed at the
Center for
Career and Calling.**





Conduct a Job Search

Finding your first job after graduation can itself be a job!
Here are some strategies to help you find your way to the work you want:

Activate Your Network. Reach out regularly to contacts you have been developing (e.g., professionals, friends/family, LinkedIn connections). Most jobs are found this way!

Target Employers. List 20 (or more!) organizations of interest. Research their websites, find job postings, and check back frequently. Reach out to people in these organizations to learn more. Stay in touch!

Consider Temporary Jobs. Short-term positions and contract work are great ways to check out potential employers and demonstrate your value to them.

Check Online Job Boards. Identify 2-3 online job boards that relate to your career goals; search them weekly. Include Handshake, SPU's job posting system.

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and Calling.**





SPU Career Services *after* Graduation

The Center for Career & Calling (CCC) supports your career and vocational development throughout your life.

Career Counseling. Career counseling is free for alumni at the CCC! Sessions are unlimited for the first year after graduation. Each year after, the first three sessions are free.

Events. Alumni are welcome at all CCC Events including Employer Meet Ups, Career Treks, and Mega Meet Ups. Check the CCC website for a current listing of events.

SPU Handshake. Alumni have full access to Handshake, our online career-resource and job-posting tool. Sign in using your SPU username and password: <http://spu.edu/services/handshake>.

SPU Switchboard. ASK for what you need, OFFER to help others, and connect with the SPU Community at this online meeting place. You never know where these contacts may lead you! <https://spu.switchboardhq.com/>



Interviewing Secrets

1. **Know** the organization you are interviewing for: their products/ services, mission, the department, and the LinkedIn profile of the hiring manager (if you can get it).
 2. **Review** the job posting. Know the skills and experiences needed for the position.
 3. **Write** 20 Problem-Action-Result (PAR) stories (see next page) to address the common skills you listed above.
 4. **Find** some practice interview questions. Cruise the web and make a list of 20 interview questions that could be asked for the position.
 5. **Practice** a mock interview with these two friends. List their names below.
-
-

6. **Assemble** your interview portfolio: 5 copies of your résumé, 5 reference lists, and projects you might want share.

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Ace the Interview

Pro Tip: One of the best ways to prepare for any interview is to develop a set of PARs (Problem-Action-Results) stories that illustrate a skill or strength. This strategy will help you be concrete, clear, and concise.

When have you solved problems in real time? By identifying skills in the job description and developing 60 second answers, you will be prepared to describe examples of when/where you used the skill.

- **Problem:** Make the problem section descriptive and short! Draw on stories from work, school, and volunteer activities.
- **Action:** List 2-3 actions that illustrate what you did to solve the problem. Be specific!
- **Results:** Include #s whenever possible (e.g., final results, # of people served, project budget)

Write at least 20 PARs and put them on index cards. Memorize them and practice them. It may sound like a lot, but it's *strength-conditioning* for interviews.

You will rock the interview!



Help! I'm Not Going to Finish in 4 Years!

Don't Panic. This is not uncommon.

Studies show that the average time it takes to complete a bachelor's degree is about 5 years. Some finish sooner and some finish later.

To get perspective on all this:

Talk to your advisors including your faculty advisor and your Student Academic Services advisors. They can help forge the plan.

Talk to Financial Aid and create a plan for the coming year.

Look at the opportunities this opens up. Pick up a minor, take electives to stoke a passion or develop a vital new skill. These might include a second language, a quarter abroad, a service trip or another internship. You might learn more computer programming or math; take a Community Bible study you lacked time to do; learn to become a better writer; or take logic.

Seek out internships that may now be opened up to you.

Carpe Diem. Take advantage of the opportunities for learning and fellowship that only college offers.



Reflecting Back, Looking Forward

In your major's capstone class, you will have a chance to reflect on your journey through college and look ahead.

Here are some questions to get you started:

As you look back into the rearview mirror of your college experience:

- What are the important actions you have taken?
- What have been your important choices?
- Who are the people who have influenced you the most (teachers and advisors, authors, classmates and co-workers)?
- What have you learned from your significant trials or hardships?

As you look ahead:

- How do you feel called by God to share your unique gifts, skills and passions?
- How will you plan to make a difference in your community, country, and the world?

**Get your Field Guide
initialed by your
Capstone professor.**



Your Milestone Checklist

Explore (Year 1)

- ☐ Meet with a professor - page 7
- ☐ Build your résumé - page 12
- ☐ Meet with your advisor - page 14

Discern (Year 2)

- ☐ Conduct an informational interview - page 18
- ☐ Job shadow - page 20
- ☐ Build your LinkedIn profile - page 23
- ☐ Meet with your advisor - page 26

Discover (Year 3)

- ☐ Gain experience - page 30
- ☐ Meet your next employer - page 31
- ☐ Get a mentor - page 32
- ☐ Meet with your advisor - page 36

Launch (Year 4+)

- ☐ Meet with your advisor - page 38
- ☐ Update your résumé & LinkedIn profile - page 39
- ☐ Conduct a job search - page 40
- ☐ Interviewing secrets - page 42
- ☐ Reflecting Back; Looking Forward - page 45

To Learn More

Explore more deeply with these helpful works.

Finding My Calling

Calling and Clarity: Discovering What God Wants for Your Life (2015)
by Doug Koskela

Let Your Life Speak : Listening for the Voice of Vocation (2000)
by Parker J. Palmer

Crossing the Unknown Sea: Work as a Pilgrimage of Identity (2002)
by David Whyte

Spiritual Direction: Wisdom for the Long Walk of Faith (2006)
by Henri Nouwen

Calling in Community

Beyond Charity: The Call to Christian Community Development (1993)
by John M. Perkins

Discernment Practices

A Year with God: Living Out the Spiritual Disciplines (2009)
by Julia L. Roller and Richard J. Foster

Visit the SPU Library for these books as well as their
wonderful Work & Faith collection on the 3rd floor!

See the CCC website for discernment activities.

*"If God gives you something you can do,
why in God's name wouldn't you do it?"*

Stephen King

*"You can only become truly accomplished at something you love.
Don't make money your goal. Instead pursue the things you love
and then do them so well that people can't take their eyes off of you."*

Maya Angelou

*"The assumption of spirituality is that
God is always doing something before I know it.
So the task is not to get God to do something I think needs to be done,
but to become aware of what God is doing
so I can respond to it and participate and take delight in it."*

Eugene Peterson



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your story, your impact

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