GET CAREER READY

FIRST YEAR CHECKLIST

Your career starts on your very first day of university.

The Careers and Employability team will help you develop your employability skills by putting together the building blocks so you'll be ready for employment when you graduate. Start building your career knowledge using this checklist.

EXPLORE CAREERHUB

The journey to your dream career starts here. CareerHub has resources to help you on your way.

- ✅ Activate your **CareerHub** account careerhub.ecu.edu.au
- ✅ Take the Know Yourself topic in the **Get Career Ready** module or contact the Careers team for a career exploration appointment.
- ✅ Start researching careers associated with your course and assess whether your interests, values and personal attributes relate to these career pathways. This research plays an important role in exploring the best career fit for you.

MEET YOUR PEER MENTOR

Your peer mentor is a current student who will share their study experience with you and help you get the most out of your time at ECU.

- ✅ Engage weekly with your **Peer Mentor** in MS Teams.

VOLUNTEER

Give back to the community while building your employability skills and developing professional networks.

- ✅ Volunteer in your local community or through the ECU volunteering program to build employability skills. Volunteer opportunities can be found at Volunteering WA.

GET WORKPLACE EXPERIENCE

Gain an insight into the diversity, demands and expectations of the working world.

- ✅ Gain experience through part time, or casual work:
  - ➤ careerhub.ecu.edu.au/students/jobs/search
  - ➤ seek.com.au
  - ➤ indeed.com.au
  - ➤ jora.com.au

ATTEND ECU CAREER FAIRS AND EVENTS

Build your name and knowledge base by developing genuine and mutually beneficial connections.

- ✅ Develop your industry awareness and connections at on- and off-campus student and employer events and Career Fairs.

START NETWORKING

Networking is a powerful way to position yourself for future employment or contract work.

- ✅ Get involved in ECU networks through community clubs, societies, collectives and sports teams via the Student Guild.

SET GOALS

Achieving your career goals starts with creating an action plan. This helps you identify the steps on your journey.

- ✅ Take the Career Planning topic in the **Get Career Ready** module or contact the Careers team for a career exploration appointment.

BUILD YOUR RÉSUMÉ

Throughout your degree you should update your professional and personal achievements to show your growing skills, knowledge and experience.

- ✅ Use the ECU Career Hack for information on how to Build your Résumé.
- ✅ Research other online platforms.
- ✅ Research if the industry you want to work in requires other online platforms to display your work. For example, GitHub for students studying IT, a WordPress site for Design students or a Blog for Communications students.

SERVICE INFORMATION

ECU Careers and Employability Services provide resources, drop-in sessions, workshops and events to assist you on your career journey.

https://intranet.ecu.edu.au/student/support/careers-and-employability-services/get-career-ready

CONTACT

Careers and Employability Services

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