Welcome to Bradley Students.

Your career development plan begins with the Smith Career Center.

We can assist you with:
- Part-Time Jobs
- Internships
- Résumé and Cover Letters
- Career and Graduate School Exploration
- Networking with Alumni and Employers
- Your Career Development Plan

We are here to help you succeed!

Use the QR code below to schedule an appointment with your career advisor.

Students are invited to career programs & events:
- Activities & Volunteer Fair
- Part-Time Employment Expo
- Freshman Internship Event
- Feedback Friday: Résumé Critique Day
- Job & Internship Fairs
- Special-Topic Workshops
- Employer Information Sessions
- Networking Events
- Dining and Professional Etiquette Programs
- Campus Recruiting

Contact Us

Burgess Hall, First Floor
Careers@bradley.edu
Bradley.edu/scc
(309) 677-2510

Smith Career Center
YOUR CAREER DEVELOPMENT PLAN

YOUR CAREER PLAN IN THE FIRST YEAR:

• Meet your career advisor
• Attend the Part-Time Employment Expo
• Explore career options
• Attend the Academic Majors & Minors Fair
• Build your résumé with your advisor
• Attend the Freshman Internship Event
• Learn Bradley’s online job listing site
• Attend a job fair orientation session
• Join campus organizations

SECOND YEAR

• Schedule appointments with your career advisor
• Conduct your first internship
• Seek volunteer and leadership positions
• Enroll in a career planning course
• Consider study abroad opportunities
• Attend career programs and events

THIRD YEAR

• Develop a job search action plan
• Discuss graduate school options
• Practice interview skills
• Network with professionals in your field
• Pursue additional internships
• Join professional organizations
• Attend career programs and events

FOURTH YEAR

• Work on an advanced résumé
• Utilize multiple job search strategies
• Apply to jobs or graduate schools
• Nurture reference relationship
• Attend professional conferences and career events

BRADLEY netWORK

Students can now access Bradley netWORK, our premier job listing site. Utilize this great resource for part-time jobs, campus jobs, internships, employer research, résumé samples, and more.

Set up your account today!
bradley.edu/scc

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