**INdorsed Career Ready Graduate Program - IPFW**

**Student Name:** ________________________________

**Every Activity must be dated per completion and initialed by an IPFW Career Services staff member**

**Professional Identity:** Students develop an understanding of their professional strengths and weaknesses, working style, workplace preferences and use these to evaluate their personal fit for specific jobs, employers and professions. Students also learn effective means to convey their professional identity and to promote themselves as candidates in the job market.

### Self Assessment Activity: Choose one (1)

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*Career Assessment: iStartStrong, MBTI, Strong Interest Inventory, or SDS (circle one)*

*Career development class: IDIS 115, EDUC x210 or EDUC x310 (circle one)*

*Informational interviews and analysis*

### Self Marketing Activities: 2 (required) plus one 1 other

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*Resume review (required)*

*Mock interview (required)*

*Completed LinkedIn profile*

*Career workshop or program*

*Development of elevator speech*

*Professional portfolio*

*Job search strategies class*

### Professional Experience: Students apply their academic learning to a professional environment to strengthen understanding of their field and to graduate with marketable experience. Students also learn professional etiquette, networking and other workplace practices to transition successfully from student to professional.

### Professional Experience Activities: Choose two (2)

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*Job shadow or volunteer work in field*

*Attend a professional conference*

*Active membership in professional association*

*Externship or other workplace project*

*Internship, practicum or other field experience*

### Professional Practices Activity: Choose one (1)

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*Class/ workshop on professionalism*

*Etiquette dinner*

*Mastodon Career Call on networking or transitioning into the workplace*

*Networking event or training*

### Professional Skills: Students learn communication and other transferrable skills most highly sought by employers, as identified by the National Association of Colleges and Employers (NACE) annual Job Outlook Survey.

### Professional Skills Activities: Choose two (2)

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*Workshop, class or program focused on skill training*

*Leadership role on campus or in work*

*Internship, practicum or other field experience*

### Unique Selling Point: Identify one unique selling point with two (2) supporting activities which develops/supports it

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INdorsed Career Ready Graduate Program - IPFW
Resources to help you complete the INdorsed program

IPFW Career Services: [www.ipfw.edu/careerservices](http://www.ipfw.edu/careerservices)
Your source for career assessments, mock interviews, resumes reviews, information about our IDIS 115, EDUC x210, or EDUC x310 classes, externships, internships, and connections to professionals to interview via our networking events and JobZone. Check out the “Exploring Majors and Careers” section of our website for lists of professional organizations related to your major and career field.

**Areas:** Self Assessment, Self Marketing, Professional Experience, Professional Practices, Professional Skills

IPFW Alumni Services  [www.ipfw.edu/alumni/](http://www.ipfw.edu/alumni/)
Strengthen your network through special events with fellow Dons. Get connected to an alumnus in your career field for an informational interview.

**Areas:** Self Assessment, Professional Practices

IPFW OACS  [http://new.ipfw.edu/offices/oacs/index.html](http://new.ipfw.edu/offices/oacs/index.html)
Provides IPFW students with co-op and for-credit internship opportunities.

**Areas:** Professional Experience, Professional Skills

IPFW Student Life  [www.ipfw.edu/student-life/](http://www.ipfw.edu/student-life/)
Find information on student organizations related to your future major and career, along with volunteer and leadership training opportunities.

**Areas:** Professional Skills, Unique Selling Point*

YLNi  [http://www.ylni.org/](http://www.ylni.org/)
The Young Leaders of Northeast Indiana is a 1000+ person network of 20 and 30 something professionals that sponsor social and cultural events throughout the year like the Masquerade Ball, Barr Street Market, Get on Board and more.

**Areas:** Self Assessment, Professional Experience, Professional Practices, Professional Skills

ComeTogetherFW.com (CTFW) provides a list of local nonprofits so to seek out opportunities to volunteer and develop experience. Journal Gazette article: [http://www.journalgazette.net/article/20100617/LOCAL/306179994/1197/FOCUS](http://www.journalgazette.net/article/20100617/LOCAL/306179994/1197/FOCUS)

**Areas:** Professional Experience, Unique Selling Point*

Indiana Department of Workforce Development  [http://www.in.gov/dwd/2710.htm](http://www.in.gov/dwd/2710.htm)
Many resources for job seekers to increase readiness skills. Successfully complete the WIN Career Readiness online program to develop your work skills

**Areas:** Professional Skills

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**Unique Selling Point:** Unique selling points will vary by student. Examples include: Language Proficiency, Youth Work, Leadership Experience, Professional Presentations or Writing. Supporting activities could be participation in relevant events, special certifications or awards, publications or test results.

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**IPFW CAREER SERVICES – KETTLER HALL, ROOM 109 – (260)481-0689**
Office hours: Monday-Friday 8am-5pm – Drop-in hours: Monday-Friday 10am-2pm