Professional Development Blueprint

A career preparation guide for undergraduate students in the School of Engineering and Applied Sciences

Check for updates and online resources at:
http://engineering.buffalo.edu/home/academics/beyond/professionalism.html

	1ST YEAR	2ND YEAR	3RD YEAR	4TH OR FINAL YEAR
EXPLORATION	Profile the credentials and specializations of faculty members or industry professionals. Explore engineering clubs and attend general meetings for clubs that interest you. Evaluate your interests, values, and skills by taking the MyPlan assessment and meet with a Career Counselor to discuss your specific results. Research study abroad opportunities.	Review research articles on topics of interest to become more familiar with contributors to the field and more versed in digesting academic writing. Observe a MS thesis or PhD dissertation defense presentation. Attend the Celebration of Academic Excellence to explore research and creative works by UB peers. Explore entrepreneurship resources like Blackstone LaunchPad.	Explore graduate schools and faculty research initiatives to prepare for campus visits and prepare for GRE, LSAT, or MCAT exams if necessary. Attend research seminars to keep abreast of current research in your discipline. Attend the spring Graduate Research Poster Competition. Research requirements for careers of interest and identify opportunities to fill skills gaps.	Explore considerations such as the cost of living, job market, and average salary in geographic areas of interest as you apply for jobs or graduate schools.
CONNECTIONS	Sign up for Engineering Small Groups for academic support in core curriculum courses. Participate in Saturdays of Service to serve your community and network with UB students and staff. Attend the spring Senior Design Expo to engage with students presenting their capstone design projects.	Participate in a Life and Learning networking workshop. Register for REALM, a professional networking and shadowing opportunity in the Buffalo or NYC regions. Research professional technical societies related to your discipline and carry out informational interviews with members of the organizations to learn more.	Develop a relationship with a faculty advisor. Identify and meet a career mentor through the UB Career Connector Network. Join a technical society related to your discipline.	Attend technical society meetings to network with professionals in your field. Join groups on LinkedIn reflecting specific careers or topics of interest within your discipline. After graduation, stay in touch with UB through UB Connect and the Engineering Alumni LinkedIn group.
EXPERIENCE	Pursue a self-led hands-on tinkering project to enhance technical skills and prepare for future team projects. Participate in Engineers Week and check out activities like Bot Wars and Quadcopter Racing. Study abroad in Troyes, France during the summer semester. Join an engineering club during the spring semester.	Participate in engineering intramurals, short-term extra-curricular projects completed in small groups. Engage in a leadership or communication workshop as part of the Life and Learning series. Apply for research opportunities through REU and CURCA. Run for an executive board position with an engineering club for junior year. Find an internship or co-op by participating in the STEM UP job and internship fair in the fall.	Participate in a CURCA research project at UB or spend the summer participating in Research Experiences for Undergraduates (REU). Run for the President or Director of an engineering club for your senior year. Find and pursue an internship or co-op through STEM UP, Bullseye, Indeed etc.	Continue internships or find a student assistant/grader position. Continue to contribute to student clubs and other organizations, taking on an increasing level of responsibility.
CAREER FUNDAMENTALS	Learn about professional etiquette for writing e-mails and dressing to impress. Participate in a time management workshop as part of the Life and Learning series. Create a resume and set up a student profile on Bullseye, an interactive job and internship resource. Observe the fall STEM UP job and internship fair to prepare for active participation the following year.	Attend a LinkedIn workshop through the Life and Learning series. Attend a job and internship search strategy workshop as part of the Life and Learning series. Make an appointment at Career Services to have your resume, cover letter, and LinkedIn profile reviewed prior to applying for an internship.	Polish your interviewing skills by doing a practice interview session with Career Services. Update your resume as you master new skills, projects, and experiences. Learn about the requirements for Professional Engineer (PE) Licensure.	Search for job opportunities by engaging with employers at the fall STEM UP job and internship fair. Apply to graduate schools and/or graduate fellowships. Attend a UB salary negotiation workshop. Register to take the Fundamentals of Engineering Exam. Complete the First Destination Survey in the spring.