



Personal Strategic Career Plan

Concentration: _____

Year of graduation: _____

To use in conjunction with Self-Assessment

1. Self-Assessment

What are my strengths?
(include knowledge, skills, abilities)

What are my weaknesses?

What are my career goals?

What are my lifestyle considerations
(location, money, work/life balance?)

2. Targets

(Note: Include not only *ambitious but realistic* employment opportunities. Review job descriptions in CAVlink, AEA.org, Econnect, usajobs.gov, bloombergcareers, collegefeed, Indeed.com, organization's websites, etc)

1. What types of jobs am I looking for?

Position titles (list 1-3):

Job functions:

Job description
(functions/activities):

Skills required:

Work values/Work
environment:

Industries (list 1-3):

Sector (choose 2):

Companies/
Organizations/
Associations (list 3-6):

*Salary range:

*consider your cost of living and your anticipated contribution to the organization

3. Self-Marketing

"2-minute
pitch" (selling
who I am and
what I have to
offer)

4. Networking Plan

Interview Questions (list 3-5 *you would* like to ask prospective employers:

*People (list at least 6):

*could be alumni, professors, practitioners, peers, family/friends, etc.

*Events (list 2-3 you plan to attend):

Could be talks, workshops, info sessions, conferences, career panels, etc.

Associations/ Organizations (list 1-3 you'd like to join:

5. Career Questions

To consider this year:

1. Resume or cover letter review
2. Job search strategy
3. Resources
4. Interview questions (including why you are studying economics)
5. Negotiation and offer concerns

Source material taken from: Columbia University's School of International and Public Affairs, Wake Forest University, and University of Wisconsin's Department of Economics