



Brandeis University

Graduate School of Arts & Sciences Career Services

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Master's Student Career Timeline

Below are suggested timelines for master's students to help you plan out your time as a graduate student. Your individual situation may warrant deviations from the timeline, and you may find some resources more relevant than others. Utilize the timeline as a guide in determining the steps you should take in planning a proactive job search.

ONE-YEAR MASTERS STUDENTS

As a one-year masters student, you have somewhat limited time at Brandeis. Given this situation you should be proactive and begin your job search as soon as possible. You also need to be especially organized in order to take advantage of all the job search resources available to you. Below is a timeline of some suggested steps that you can take to achieving your career goals upon graduation. The specifics may vary depending on your goals and the hiring cycles of the industries you are pursuing.

Fall Semester

Create a resume as soon as possible. Please note that your candidacy for a master's degree from Brandeis should be listed on your resume under the 'education' section.

[Register](#) with GSAS Career Services on-line. Through registering, you will gain access to GSAS' on-line job postings. These postings are available through GSAS CareerLink for both general postings and campus recruiting. You should check both sections on a regular basis.

GSAS Campus Recruiting Program is self managed. You will not be sent reminders of resume submission dates or interview dates, so it is important to check GSAS CareerLink on a regular basis. Some industries (including the financial, consulting and IT industries), start the recruiting process in the early fall.

[Meet with a Career Counselor](#) who can review your resume and discuss your career search with you in more detail.

Check the [GSAS Upcoming Events](#) section of the website for workshops, employer presentations, alumni panels and career fairs. These are all valuable ways to learn more about a variety of careers and network within your field.

Attend company presentations that you find interesting – these can be a great opportunity to meet employers face-to-face and learn more about specific companies.

Begin applying for jobs or internships (depending on industry recruiting cycle).

Attend an interviewing skills workshop.

Set up a practice interview with a Career Counselor to help you hone your interviewing skills.

Join the [professional association](#) associated with your field. Professional Associations often have regional meetings that can help you to keep abreast of the latest developments in your field as well as providing useful networking opportunities.

[Research organizations](#) that you might be interested in applying to.

[Begin networking.](#)

Spring Semester

Continue researching opportunities, organizations and applying for jobs. Don't forget to have your resume and job search material checked by a Career Counselor.

If you are having trouble identifying positions that interest you, set up a meeting with a Career Counselor to discuss your job hunt.

Schedule additional practice interviews with a Career Counselor as necessary.

Continue to attend company presentations, career panels, career fairs and workshops.

Continue [networking](#).

THREE-SEMESTER AND TWO + YEAR MASTERS STUDENTS

As a three-semester or two-year master's student, you have more time to organize your job search process. However, we encourage you to start planning as soon as possible, particularly if you plan to secure a summer internship after your first year. A suggested timeline is provided below.

Fall of First Year

[Register](#) with GSAS Career Services on-line. Through registering, you will gain access to GSAS' on-line job postings. These postings are available through GSAS CareerLink for both general postings and campus recruiting. You should check both sections on a regular basis.

GSAS Campus Recruiting Program is self managed. You will not be sent reminders of resume submission dates or interview dates, so it is important to check GSAS CareerLink on a regular basis. Some industries (including the financial, consulting and IT industries), start the recruiting process in the early fall.

Start the self-assessment process, where you consider your interests, skills, personality traits and work-related values to help target occupations that will be the best fit. Career Services can assist you with this process.

Explore career fields that might be of interest to you.

Begin thinking about summer internships or research opportunities. Some organizations have mid-fall deadlines for the summer so it is important to start this early.

Attend alumni career panels and company presentations to gain more information about different fields.

Create a resume and have it reviewed by a Career Counselor.

Begin [networking](#) within your field.

Join the [professional association](#) associated with your field. Professional Associations often have regional meetings that can help you to keep abreast of the latest developments in your field as well as providing useful networking opportunities.

Attend company presentations that you find interesting – these can be a great opportunity to meet employers face-to-face and learn more about specific companies.

Spring of First Year

Begin researching companies and organizations that interest you.

Apply for summer internships or research opportunities.

Attend an interview workshop and set up an individual practice interview with a counselor.

If you are having trouble identifying internships or summer research positions that interest you, set up a [meeting with a Career Counselor](#) to discuss your job hunt.

Fall of Second Year

Check the [GSAS Upcoming Events](#) section of the website for employer presentations, workshops, alumni panels and career fairs. These are all valuable ways to learn more about a variety of careers and network within your field.

Make sure that your resume is up to date and have it checked by a Career Counselor.

Regularly visit the [GSAS CareerLink](#) system for positions, as some industries (including the financial, consulting and IT industries), start the recruiting process in the early fall.

[Meet with a Career Counselor](#) to discuss your career search in more detail.

Begin applying for jobs (depending on industry recruiting cycle).

Attend an interviewing skills workshop.

Set up a practice interview with a Career Counselor to help you hone your interviewing skills.

Spring of Second Year

Continue researching opportunities, organizations and applying for jobs. For some fields, such as media, not-for-profit, certain areas of government, policy, and education, you may only be starting the job hunt process in the spring. Don't forget to have your résumé and job search material checked by a Career Counselor.

If you are having trouble identifying positions that interest you, set up a meeting with a Career Counselor to discuss your job hunt.

Schedule additional practice interviews with a Career Counselor as necessary.

Continue to attend company presentations, career panels, career fairs and workshops.

Continue [networking](#).