**1st Semester: CAREER EXPLORATION**
- Familiarize yourself with Career Services’ resources
  - Sign up for the “Grad Design” email distribution list
  - Set up a meeting with a Career Advisor
  - Explore PennDesign resources by career field webpages
  - Set up PennLink and iNet accounts
  - Review Career Plans Survey reports on website
  - Look at Career Services “Penn and Beyond” blog
- Join Professional Associations
  - American Society of Landscape Architects
  - International Federation of Landscape Architects
  - Join PennDesign & Penn Alumni LinkedIn groups
- Attend Career Services events
  - PennDesign Internship Panel (Nov)
  - Women in Design & Planning panel discussion (Dec)

**2nd Semester: INTERNSHIP SEARCH**
- Update your Resume
  - Place your education at the top of your resume
  - Add coursework and relevant technical skills
  - Review resume/cover letter with a Career Advisor
  - Review your portfolio with Penn Design Alumni Association
- Prepare for PennDesign Career Connection Day (Mar)
  - Research career fair employers ahead of time
  - Practice your personal pitch
  - Schedule a mock interview with a Career Advisor
- Attend Career Services events
  - PennDesign Resume Writing Workshop (Feb)
  - Careers in Architecture & Landscape Architecture (Mar)

**3rd Semester: REFINE**
- Update your resume to include internship experience
  - List your summer accomplishments
  - Line up your professional and academic references
  - Update your portfolio
- Build your network
  - Speak with professors about their professional contacts
  - Speak with visiting lecturers about their career paths
  - Attend networking events hosted by professional associations
  - Use the PennDesign employer contact database
  - Make the most of Penn contacts on QuakerNet
- Attend Career Services events
  - PennDesign Internship Panel (Oct.)
  - Making the most of your Winter Break workshop (Dec)
  - Women in Design and Planning panel discussion (Dec)

**4th Semester: INTERNSHIP SEARCH**
- Attend Career Services events
  - PennDesign Resume Writing Workshop (Feb)
  - Careers in Architecture & Landscape Architecture (Mar)
  - Career Connection Day (Mar)
- Apply for internships and prepare for interviews
  - Review resumes/cover letters with a Career Advisor
  - Review your portfolio with the PennDesign Alumni Association (PDAA)
  - Make a condensed set of work samples from your portfolio to send potential employers

**5th Semester: FOCUS**
- Focus your job search
  - Identify where you want to work geographically
  - Identify your top employers
  - Network: let contacts know you are job hunting
  - Stay in touch with your internship supervisor
  - Review Career Plans Surveys on website to identify potential employers
- Be strategic about 3rd year classes
  - What skills do you need to develop and refine?
  - Can you refine a specialization?
  - How do your classes align with your careers goals?
- Prepare to market yourself
  - Coordinate your resume, portfolio, & business cards
  - Use winter break to prepare for your job search

**6th Semester: JOB SEARCH**
- Make your job search a “class”
  - If you are only taking 4 credits your last semester, treat your job search as a course and work diligently on it
- Prepare for PennDesign Career Connection Day (Mar)
  - Research career fair employers ahead of time
  - Review your portfolio with PennDesign Alumni Association (PDAA)
- Interview, negotiate, accept!
  - Schedule a mock interview with a Career Advisor
  - Meet a Career Advisor to discuss offer negotiation
  - Thank your references; fill out Career Plans Survey

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**MASTER OF LANDSCAPE ARCHITECTURE career timeline**

**CAREER SERVICES**

**3718 Locust Walk**

**McNeil Building, Suite 20 (Basement)**

**215-898-7530**

**www.vpul.upenn.edu/careerservices**