The Center for Career Development is committed to offering all of Iona’s diverse student body the tools and resources necessary to identify career interests, select an appropriate major, explore career fields and to provide assistance in securing internships and in the job search process.

Our vision is to engage students with a structured four-year career development plan designed to enhance their marketability providing a competitive edge upon graduation.

Four Year Plan

**Freshman Year – Set a Foundation**
- Utilize the Freshman Resources webpage to get started
- Set academic/professional goals with your advisor
- Explore majors/careers to better understand the field of study
- Become familiar with the resources offered on campus
- Create a college related resume

**Sophomore Year – Involvement**
- Become involved in extracurricular activities relating to academic major and special interests
- Investigate internship options: identify and explore organizations and opportunities in your career field
- Consider experiential/service learning work
- Seek part-time positions to further enhance professional experience

**Junior Year – Obtain Practical Experience**
- Attain one or more internships to gain first-hand experience, update resume with practical experience
- Seek leadership positions to further develop your skills and experience outside the classroom
- If interested in graduate school, begin researching institutions/programs
- Participate in Campus Recruitment Programs
- Build your professional network

**Senior Year – The Job Search/Graduate School Applications**
- Meet with a Career Advisor to identify options for life after graduation
- Continue to participate in experiential learning opportunities
- Leverage your professional network and continue to establish new relationships
- Participate in campus recruiting programs and use the GAELink system
- Utilize Career Development resources to enhance your resume, strengthen interviewing skills, and learn how to negotiate the job offer process.
- Become aware of graduate school admission deadlines, write personal statements and attain recommendation letters, etc.

2013 Employment Stats

- 43.8% 6 Months or Less
- 35% 3 Months or Less
- 18.8% Prior to Graduation
- 2.4% Over 6 Months

Of Iona graduates were employed full-time or enrolled in graduate or professional school within 6 months of graduation.

Office Hours
Monday - Thursday: 8:30 am - 6:30 pm
Friday: 8:30 am - 4:30 pm

Contact Information
Spellman Hall - Second Floor • Careerdevelopment@iona.edu
Phone: (914) 633-2462 • Fax: (914) 633-2025

Look out for important updates, events, and highlighted jobs emailed to you from iona@csymrplicity.com
Career Development offers numerous workshops and events, focused on assisting you with developing a competitive edge upon graduation.

**Programming includes:**
- Job & Internship Prep Sessions
- Meet a Career Mentor
- Recruit Westchester Job & Internship Fair
- Interviewing Success
- Professional Etiquette Dinner
- LinkedIn Information Session
- Graduate School Information Session
- Cover Letter Workshop
- Resume Building Workshop
- Iona College Career & Internship Expo
- Exploring Majors

**Why Students Use Career Development**

- Choosing a Major
- Exploring Career Options
- Resume, Cover Letter, Mock Interviews
- Self-Marketing Assistance
- Job Search and Campus Recruitment Programs
- Career Events and Workshops

**EMPLOYER AFFILIATIONS**

**Signature Career Events**
Career Development offers numerous workshops and events, focused on assisting you with developing a competitive edge upon graduation.

**Recruitment Resources**
There are a variety of recruitment options listed below for students to explore. Students should meet with a Career Advisor to strategize a job search specific to their needs.

- **GAELink**: Iona’s online career system connects you to internships, professional part-time and full-time positions.
- **On-Campus Recruiting (OCR)**: Employers post their internship and part-time entry level opportunities. Resumes are collected through Career Development. Selected candidates are interviewed on campus.
- **Resume Referral Program**: Similar to OCR in that resumes are collected by Career Development for specific postings. The difference is employers select candidates to interview at their site.

**DID YOU KNOW?**
If you cannot make it to our office, the career advisors are available for virtual appointments via webcam!