



Careers Checklist for Graduate Students

Welcome to the Eastman School of Music! There is no time like the present to start preparing for your job search. The Office of Careers & Professional Development has put together this helpful list of things you can start doing now to help you prepare for what is ahead.

Remember, we are here to help you from the day you enroll at Eastman until the day you retire. Learning career skills while here at Eastman will help you throughout your career. Here are a few things to think about this year:

- Familiarize yourself with all the services that the Office of Careers and Professional Development offers. The best way to do this is to visit our website:
<http://www.esm.rochester.edu/iml/careers/>

- If you have not written a résumé or CV, write one now!** Don't wait until you need one. You can use the **Résumé Builder** on our **Online Resources** page for this purpose. Make an appointment with the Office of Careers and Professional Development during your first year to get tips and pointers on how to improve and expand it.

- Start looking for jobs.** There are lots of resources and websites where you can find job listings. Start with our primary job source *Bridge*. Get an idea of what kinds of jobs are out there and the types of experience they require. If you don't have the experience, start thinking about how you can get it.

- Network!** The people you meet now can help you in the future. Start a journal with names and contact information. These people may help you get your first job!

- Sign up for the **Gig Service**. Not only will you make some extra money, but you will practice your performance, marketing, networking and career skills.

- Consider applying to the **Arts Leadership Program**. It is designed to prepare Eastman students for a rapidly changing musical culture and an increasingly competitive and diversified marketplace. Even if you don't apply to the program, check out some of the courses that the program offers. **Plus, all graduate students can take ALP courses for free by registering at the ALC 400 level.** <http://www.esm.rochester.edu/iml/alp/>