









# NAVIGATE YOUR PATH TO CAREER

## TIMELINE

TASKS TO PREPARE FOR EACH FAIR

ACADEMIC YEAR 2023-2024 PLANNER	PART-TIME JOB & INTERNSHIP FAIR 8/25/2023	CAREER & GRADUATE SCHOOL FAIR 9/26/2023	VIRTUAL CAREER FAIR 11/16/2023	PART-TIME JOB & INTERNSHIP FAIR 1/24/2024	CAREER & GRADUATE SCHOOL FAIR 3/7/2024
 <p><b>CAREER STEPS</b> nau.edu/career/career-steps</p>	<b>July 14, 2023 or earlier</b> Complete at your own pace.	<b>August 18, 2023 or earlier</b> Complete at your own pace.	<b>October 6, 2023 or earlier</b> Complete at your own pace.	<b>December 8, 2024 or earlier</b> Complete at your own pace.	<b>January 26, 2024 or earlier</b> Complete at your own pace.
 <p><b>RESUME AND COVER LETTER</b> Make an appointment at nau.joinhandshake.com with Career Development.</p>	<b>July 14, 2023 or earlier</b> Anticipate that appointments are usually booked two weeks out, so schedule as soon as possible.	<b>August 18, 2023 or earlier</b> Anticipate that appointments are usually booked two weeks out, so schedule as soon as possible.	<b>October 6, 2023 or earlier</b> Anticipate that appointments are usually booked two weeks out, so schedule as soon as possible.	<b>December 8, 2024 or earlier</b> Anticipate that appointments are usually booked two weeks out, and consider the coming holiday closures.	<b>January 26, 2024 or earlier</b> Anticipate that appointments are usually booked two weeks out, so schedule as soon as possible.
 <p><b>MOCK INTERVIEW</b> Make an appointment at nau.joinhandshake.com with Career Development.</p>	<b>July 21, 2023 or earlier</b> Anticipate that appointments are usually booked two weeks out, so schedule as soon as possible.	<b>August 25, 2023 or earlier</b> Anticipate that appointments are usually booked two weeks out, so schedule as soon as possible.	<b>October 13, 2023 or earlier</b> Anticipate that appointments are usually booked two weeks out, so schedule as soon as possible.	<b>December 15, 2024 or earlier</b> Anticipate that appointments are usually booked two weeks out, and consider the coming holiday closures.	<b>February 2, 2024 or earlier</b> Anticipate that appointments are usually booked two weeks out, so schedule as soon as possible.
 <p><b>BUILD A PROFESSIONAL OUTFIT</b></p>	<b>July 28, 2023 or earlier</b> Watch for the upcoming JCPenney Suit-Up event. Students may also utilize the NAU Career Closet.	<b>September 1, 2023 or earlier</b> Students may utilize the NAU Career Closet for business style clothing.	<b>October 20, 2023 or earlier</b> Students may utilize the NAU Career Closet for business style clothing.	<b>December 22, 2024 or earlier</b> Students may utilize the NAU Career Closet for business style clothing.	<b>February 9, 2024 or earlier</b> Watch for the upcoming JCPenney Suit-Up event. Students may also utilize the NAU Career Closet.
 <p><b>HEADSHOTS</b> Make an appointment at nau.joinhandshake.com with Career Development.</p>	<b>August 4, 2023 or earlier</b>	<b>September 8, 2023 or earlier</b>	<b>October 27, 2023 or earlier</b>	<b>January 5, 2024 or earlier</b>	<b>February 16, 2024 or earlier</b>
 <p><b>UPDATE YOUR JOB INTERESTS</b> at nau.joinhandshake.com and increase your chances of recruiters reaching out to you!</p>	<b>August 11, 2023 or earlier</b>	<b>September 15, 2023 or earlier</b>	<b>November 3, 2023 or earlier</b>	<b>January 12, 2024 or earlier</b>	<b>February 23, 2024 or earlier</b>



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NAU Career Development empowers students and alumni to confidently navigate their careers as citizens of an evolving and global world.

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## TIMELINE

ACADEMIC YEAR 2023-2024 PLANNER	PART-TIME JOB & INTERNSHIP FAIR 8/25/2023	CAREER & GRADUATE SCHOOL FAIR 9/28/2023	VIRTUAL CAREER FAIR 11/16/2023	PART-TIME JOB & INTERNSHIP FAIR 1/24/2024	CAREER & GRADUATE SCHOOL FAIR 3/7/2024
 <b>REGISTER FOR SESSIONS</b> for the virtual fair by logging into <a href="http://nau.joinhandshake.com">nau.joinhandshake.com</a> .	Registration is not required.	Registration is not required.	<b>November 6, 2023</b> You are able to register for the fair and sign up for sessions in Handshake.	Registration is not required.	Registration is not required.
 <b>RESEARCH THE EMPLOYER</b> Employer Handshake profiles include their website and social media links.	<b>August 18, 2023</b> The week leading up to the fair is a good time to look in Handshake for registered Employers.	<b>September 22, 2023</b> The week leading up to the fair is a good time to look in Handshake for registered Employers.	<b>November 10, 2023</b> The week leading up to the fair is a good time to look in Handshake for registered Employers.	<b>January 19, 2024</b> The week leading up to the fair is a good time to look in Handshake for registered Employers.	<b>March 1, 2024</b> The week leading up to the fair is a good time to look in Handshake for registered Employers.
 <b>THINK OF AN ELEVATOR PITCH</b>	August 18, 2023 or earlier	September 22, 2023 or earlier	November 10, 2023 or earlier	January 19, 2024 or earlier	March 1, 2024 or earlier
 <b>NETWORK</b> Talk to several employers at the fair. You might be surprised who is hiring for your position.	<b>August 25, 2023</b> FAIR DAY!!!	<b>September 28, 2023</b> FAIR DAY!!!	<b>November 16, 2023</b> FAIR DAY!!!	<b>January 24, 2024</b> FAIR DAY!!!	<b>March 7, 2024</b> FAIR DAY!!!

### NOTES

Note: The dates provided are recommendations so students and alumni are able to make the most of each NAU Career Development Fair.