ElevateU prepares students for a meaningful career and well-lived, joyful life starting from day one. Being career ready means you have the education, skills, and tools needed to launch, carry on, and pivot your post-graduation career. ElevateU is designed to move students through levels of career readiness and wayfinding; starting with exploring interests, then gaining experiences, embracing opportunities, and elevating to a career.

Build your unique brand by exploring careers, completing internships and research, earning micro-credentials, attending career fairs, and engaging in the community.

Identify and engage in experiential learning opportunities at each right time to build your career readiness foundation and then strategically add to it.

Participate in and prototype out-of-class experiences that connect your passion to your chosen discipline and free you to follow your joy.

Learn how to report your ElevateU experiences at umt.edu/ElevateU
LEVEL ONE: EXPLORE

INCENTIVE
Entered for the Chance to Win a Year-Long Parking Pass or Cash Equivalent

REQUIRED EXPERIENCES
1. Log in to Handshake and LinkedIn Profiles
2. Visit with a Career or Experiential Learning Professional

STRONGLY SUGGESTED EXPERIENCES

CONNECT ON CAMPUS
- Join a Student Club or Organization
- Enroll in Four Bear and/or a career readiness course such as COLS 194 Freshman Seminar, COLS 391 College & Career Success, C&I 160 Learning Strategies, or BGEN 215 Career Readiness

DISCOVER YOUR STRENGTHS
- Participate in Service Saturday and/or Alternative Break
- Take a Career or Personality Assessment

EXPLORE MAJORS & CAREER PATHS
- Attend a Career Workshop or Job Fair
- Participate in a Micro-Internship
- Participate in a Part-Time, On-Campus, or Summer Job
LEVEL TWO: EXPERIENCE

INCENTIVE
Entered for the Chance to Win a Year-Long Parking Pass or Cash Equivalent

REQUIRED EXPERIENCES
1. Attend a Career Fair
2. Discuss Career Readiness with Your Advisor/Faculty Mentor

STRONGLY SUGGESTED EXPERIENCES

AFFIRM YOUR AREA OF INTEREST OR STUDY
☐ Declare Your Major, Minor, Certification, and/or Focus
☐ Research Internship Opportunities
☐ Explore Career Fields and Salaries on O*NET and MCIS

PARTICIPATE IN EXPERIENTIAL LEARNING
☐ Volunteer in Your Field
☐ Conduct Research or Join a Lab
☐ Participate in a Micro-Internship

GROW YOUR CAREER AWARENESS
☐ Participate in a Part-Time, On-Campus, or Summer Job
☐ Draft and Review Your Résumé With a Career Coach
☐ Research Interview Skills and Strategies
LEVEL THREE: EMBRACE

INCENTIVE
Entered for the Chance to Win One of Two $100 Cash Rewards

REQUIRED EXPERIENCES
1. Complete an Experiential Learning Activity
2. Create or Update Résumé, Cover Letter, and LinkedIn Profile

STRONGLY SUGGESTED EXPERIENCES

COMMIT TO YOUR ACADEMICS
☐ Research Career Paths, Graduate, and/or Professional School
☐ Confirm Your Degree Requirements for Graduation
☐ Create an E-Portfolio and/or Present Research

NUTURE YOUR FUTURE SUCCESS
☐ Complete a Micro-Credential, Certificate, and/or Service-Learning Course
☐ Participate in International Experience, Service, or National Student Exchange
☐ Complete a Job Shadow or Informational Interview

READY YOURSELF FOR THE SEARCH
☐ Explore Peace Corps, VISTA, and AmeriCorps
☐ Attend a Career Fair
☐ Practice and Fine-Tune Interview and Salary Negotiation Skills
LEVEL FOUR: ELEVATE

INCENTIVE
Entered for the Chance to Win One of Two $100 Cash Rewards

REQUIRED EXPERIENCES
1. Complete the First Destination Graduation Survey
2. Apply for a Job, Graduate/Professional School, and/or National Service

STRONGLY SUGGESTED EXPERIENCES

LEAD WITH SUCCESS
☐ Take the Appropriate Tests for Graduate or Professional School
☐ Participate in a Pre-Professional Experience
☐ Explore Student Loan Repayment and Forgiveness

EXPAND CONNECTIONS
☐ Join Professional Associations and UM Alumni Association
☐ Ask for Recommendation Letters and Confirm Professional References

COMMENCE YOUR SEARCH
☐ Finalize your Résumé, Cover Letter, and LinkedIn Profile
☐ Review Your Transcript
<table>
<thead>
<tr>
<th><strong>OPTIMIZE YOUR RÉSUMÉ, COVER LETTER, AND LINKEDIN PROFILE FOR YOUR NEXT JOB OR INTERNSHIP—TRUSTED BY OVER HALF A MILLION JOB SEEKERS!</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>APPLICANT TRACKING SYSTEMS</strong></td>
</tr>
<tr>
<td>ATS SCAN, CODE, AND RANK RÉSUMÉS FOR COMPANIES</td>
</tr>
<tr>
<td><strong>90% OF LARGE COMPANIES USE ATS WHEN YOU APPLY FOR JOBS/INTERNSHIPS ONLINE, YOU ALMOST ALWAYS GO THROUGH ATS</strong></td>
</tr>
<tr>
<td><strong>87% OF RECRUITERS USE LINKEDIN TO FIND CANDIDATES</strong></td>
</tr>
<tr>
<td>JOBSCAN ANALYZES YOUR PROFILE AND SUGGESTS IMPROVEMENTS TO RANK HIGHER IN LINKEDIN SEARCHES BY JOB RECRUITERS</td>
</tr>
<tr>
<td><strong>STUDENTS WHO USE JOBSCAN EARN</strong></td>
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<tr>
<td>3x MORE INTERVIEWS</td>
</tr>
<tr>
<td>132% MORE LINKEDIN PROFILE VIEWS</td>
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<tr>
<td>46% FASTER TIME TO INTERVIEW</td>
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</tbody>
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**MAXIMIZE YOUR CHANCES**

MEET WITH A CAREER COACH TODAY TO SCAN YOUR MATERIALS!

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Phone: 406-243-2022  
Email: elcs@umontana.edu  
Website: umt.edu/elcs
CAREER READINESS COMPETENCIES

CAREER & SELF DEVELOPMENT
Identify and respond to needs based upon an understanding of situational context and logical analysis of relevant information.

COMMUNICATION
Clearly and effectively exchange information, ideas, facts, and perspectives with persons inside and outside of an organization.

CRITICAL THINKING
Proactively develop oneself and one’s career through continual personal and professional learning, awareness of one’s strengths and weaknesses, navigation of career opportunities, and networking to build relationships within and without one’s organization.

EQUALITY & INCLUSION
Demonstrate the awareness, attitude, knowledge, and skills required to equitably engage and include people from different local and global cultures. Engage in anti-racist practices that actively challenge the systems, structures, and policies of racism.

LEADERSHIP
Recognize and capitalize on personal and team strengths to achieve organizational goals.

PROFESSIONALISM
Knowing work environments differ greatly, understand and demonstrate effective work habits, and act in the interest of the larger community and workplace.

TEAMWORK
Build and maintain collaborative relationships to work effectively toward common goals, while appreciating diverse viewpoints and shared responsibilities.

TECHNOLOGY
Understand and leverage technologies ethically to enhance efficiencies, complete tasks, and accomplish goals.

COMMUNITY & GLOBAL ENGAGEMENT
Participate in meaningful and beneficial ways with local and global communities as a culturally competent, engaged citizen of the world.

CREATIVITY & INNOVATION
Identify goals or common problems, empathize within context, imagine and test novel solutions to adaptively convert what you have into what you envision.

Research on this infographic was completed with the help of the National Association of Colleges & Employers, NACE. Updated May 2021.