BSPH Four-Year Career Development Plan

The College of Public Health (CPH) has created guidelines for career development for Bachelor of Science in Public Health (BSPH) students, with recommended goals for each undergraduate year. If you are already beyond Year 1, take a moment to review the suggestions for previous years to make sure you’re making appropriate progress.

YEAR 1 • EXPLORE

☐ Read the CPH Undergraduate Student Newsletter every week

☐ Create an account on Buckeye Careers Network: go.osu.edu/buckeyecareernetwork

☐ Create a paper or electronic portfolio to store career related documents
  Ideas for content: go.osu.edu/portfolio-tips

☐ Complete the FOCUS Career Assessment through the Buckeye Careers Network and set up a follow-up appointment with Career Counseling and Support Services: careerconnection.osu.edu

☐ Create or polish your resume by attending a resume workshop
  Resume related events: cph.osu.edu/students/careers/career-events

☐ Attend a career fair: careers.osu.edu/students/career-fairs

☐ Attend a “Career Conversation with an Alum” event to meet professionals working in public health and to explore career options in public health: cph.osu.edu/students/careers/career-events

☐ Review profiles of students pursuing a degree in public health: go.osu.edu/ph-profiles

☐ Join a College of Public Health student organization: go.osu.edu/osu-studentorgs

☐ Go to office hours with faculty members and introduce yourself. Learn about their research, careers and interests. They may be able to serve as mentors, sources of research opportunities, or provide letters of reference when you apply for graduate school or employment

☐ Create an elevator speech: go.osu.edu/elevatorpitch

☐ Participate in an internship, volunteer, or community service project to gain experience and explore career options
  • Service opportunities: ohiounion.osu.edu/get_involved/service
  • Central Ohio volunteer network: www.handsoncentralohio.org
  • Student Wellness Center: swc.osu.edu/get-involved/volunteer-opportunities

☐ Job shadow and/or conduct an informational interview to explore career options in public health
  • go.osu.edu/onpace
  • cph.osu.edu/students/careers/cph-careers
  • cph.osu.edu/alumni-connect

☐ Create a social media presence. Read more about blogs and social media sites here: go.osu.edu/onpace-social
Participate in research opportunities with faculty in your area of interest:
• research.osu.edu/students/undergraduate
• sociology.osu.edu/undergraduate-program/research
• go.osu.edu/research-dashboard

Start researching public health career or graduate/professional school options and meeting with public health professionals:
• Attend career conversation alumni events hosted by CPH
• Attend public health conferences
• Attend career & graduate school fairs
• Review the following websites to learn about careers in public health
  - www.aspph.org/discover
  - go.osu.edu/health-careers
  - www.bls.gov/ooh

Join student chapters affiliated with professional associations
• APHA: www.apha.org
• ASPPH: www.aspph.org
• OPHA: www.ohiopha.org

Revise your resume to incorporate new experiences. Attend a College of Public Health resume/cover letter workshop or review relevant Buckeye Careers “OnPace” modules for guidance
• cph.osu.edu/students/careers/career-events
• careers.osu.edu/students/buckeye-careers-network
• onpace.osu.edu

Develop interviewing and networking skills. Attend an interviewing/networking workshop or review relevant OnPace modules for guidance

Attend career fairs to network with employers and to explore career options
• cph.osu.edu/students/careers/career-events
• careers.osu.edu/students/career-fairs

Participate in an internship, volunteer, or community service project to gain experience and explore career options
• CPH Careers: http://cph.osu.edu/students/careers/cph-careers
• Service opportunities: ohiounion.osu.edu/get_involved/service
• Volunteer Columbus: www.volunteer columbus.org/category/volunteer
• Student Wellness Center: swc.osu.edu/get-involved/volunteer-opportunities

Develop additional public health skills in advocacy, public speaking, and presentations:
• Open Doors bias response training: opendoors.osu.edu
• REACH suicide prevention training: suicideprevention.osu.edu/reach
• Leadership opportunities: ohiounion.osu.edu/get_involved/leadership
• The Diversity, Intercultural, and Community Engagement Certificate Program (DICE) multiculturalcenter.osu.edu/education-and-training/d-i-c-e

Add to your electronic portfolio and update your social media presence. Read more about creating your personal branding: careerconnection.osu.edu/posts/documents/pbw-ebook.pdf
YEAR 3 • FOCUS

☐ Make an appointment with a career advisor to discuss career or graduate school options

☐ Identify potential graduate schools and programs, if you are planning to apply
  • Check program prerequisites
  • Plan to take graduate entrance exam if required; be mindful of testing dates and schedule time to study for the exam
  • Visit on-campus or virtually through online information fairs
  • Check in with faculty members and supervisors who may provide reference letters

☐ Attend career or graduate school fairs and workshops

☐ Participate in a mock interview event: cph.osu.edu/students/careers/career-events or Buckeye Careers. Review OnPace interview module: http://go.osu.edu/resumewriting

☐ Update your career/job search portfolio: go.osu.edu/onpace-portfolio

☐ Focus on written communication skills. Consider further study or practice
  • Business and Technical Writing: english.osu.edu/writing-programs/business-and-technical-writing
  • School of Communication: go.osu.edu/school-of-comm
  • High-Impact Business Writing through Coursera: www.coursera.org/learn/business-writing

☐ Cultivate a strong career network. Keep in touch with former supervisors, faculty and individuals you meet through family, friends, and campus clubs. They can help when you are searching for internships or employment

☐ Join groups that focus on BSPH students and alumni. Start growing your network
  • “BSPH Alumni & Students” group on LinkedIn
  • “BSPH Alumni/Students of The Ohio State University College of Public Health” group on Facebook

☐ Enroll in PUBHLTH 3180/3180E, the capstone preparation class. This course will cover basic career development, on a more public-health focused level than the OnPace modules alone. By the end of the semester you will have a placement arranged in field experience (study abroad), internship, or research

☐ Continue adding to your portfolio and update your social media presence
Enroll in PUBHLTH 3191(E)/3999/3189.xx(E)/4999.01H, the CPH capstone experience class. This course will help you apply the public health core competencies through practice. Students will process their experiences with a CPH faculty member.

Attend at least two career and/or graduate school fairs through Buckeye Careers or CPH
- Research employers and schools in attendance before the event
- Dress professionally
- Bring resumes

Make an appointment with a career advisor (through Career Counseling and Support Services or CPH) if needed to develop and implement a job search plan.

Update your resume and portfolio and social media presence, reflecting all your experiences to date.

Attend a mock interview event through Buckeye Careers or CPH. Practice answering common questions: go.osu.edu/interviewskills

Search for positions through multiple channels
- Buckeye Careers Network
- Indeed: www.indeed.com
- Other job search engines: go.osu.edu/job-resources

Apply to graduate school, if that is your post-graduation plan. Make sure to schedule remaining prerequisites, and keep in mind that these may vary between schools for the same program. Consider a gap year experience or post-baccalaureate program to prepare for your graduate program. Visit programs and evaluate them for personal fit. Go through the interview process, if requested by the program.

Meet with faculty or supervisors who can provide letters of recommendation. If you need a job reference, make sure to provide them with the job description as well as your updated resume. Request graduate school references as early as possible.

Join a CPH alumni society or group. These groups offer support, and members often share possible job opportunities
- CPHAS: The College of Public Health Alumni Society: go.osu.edu/cphas
- HSMPAS: Health Services Management and Policy Alumni Society: hsmp.alumni.osu.edu
- The Ohio State University College of Public Health Career Services and Alumni Group on LinkedIn: go.osu.edu/LinkedIn