



The Advisor Advocate

The Career and Professional Development Center

The [CPDC](#) is an excellent resource for students looking to improve their professional and networking skills. CPDC staff and online resources provide an array of services from resume writing to tools for effective internship and job searches. More specifically, the CPDC offers:

- Major & minor guidance
- One-to-one career consultations
- Professional development
- Resume/cover letter [guides](#)
- Resume/cover letter [review](#)
- Mock interviews
- Internships
- Service Learning
- Graduate school planning
- Job fairs/employment tools
- Recruiting programs
- Networking



Making an Appointment



Meetings are scheduled online on a first-come, first-served basis. It can take up to five days to confirm an appointment. There are no appointments on weekends, nor are same-day times available.

When scheduling a meeting students are asked: “What steps have you taken before making this appointment? Keep track of questions, what information you have already gathered, or where you need help.”

Class Resources for Faculty

Faculty Assignment Request

Instructors can require or offer credit for students to visit the CPDC with an assignment.

Submit the [request](#) at least four weeks in advance of the deadline to allow time for students to make appointments.

Career-Oriented Workshop

Request a presentation from the center’s Career Consultants and Career Development Advocates about the career interests related to your curriculum.

Submit your [request](#) at least two weeks in advance.

Director:

Stephanie Taylor-Davis,
teaching-excellence@iup.edu

Associate Director for Academic Advising:

Erin Conlin
elconlin@iup.edu

Editor and Designer:

Jacklyn Heslop
fjhcc@iup.edu