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# Sociology 1000 (GE/Intro) – First Year (0-30 Units)

**1. Career Qualities & Areas of Interest Reflection**
**Assignment Description:**
Students will complete the Focus2 or SparkPath assessment to identify their strengths, interests, and potential career paths. In a 2-3 page reflection, students will connect their personal qualities with sociology-related careers (e.g., social work, criminal justice, public policy) and analyze how coursework (including diversity or service-learning courses) and extracurricular activities can develop skills that employers highly value. These include career readiness skills (e.g., communication, leadership) and discipline-specific skills related to sociology.

**Key Resources:**

* Focus2 / SparkPath: [Career Assessments](https://www.calstatela.edu/careercenter/career-assessments)
* “What Can I Do With This Major”: [Majors & Career Paths](https://www.calstatela.edu/careercenter/majors-and-careers)
* [Brand Template](https://www.calstatela.edu/sites/default/files/my_professional_brand_accessible.pdf) and [Brand Review Guide](https://www.calstatela.edu/sites/default/files/my_professional_brand_rubric_accessible.pdf) (for self-reflection)

**2. Handshake Profile & Volunteer/Organization Experience**
**Assignment Description:**
Students will create or update their Handshake profile and explore career opportunities and organizations related to sociology. They will select one volunteer or student organization experience from Eagle Connect or Presence/Involve that reflects key sociological concepts like teamwork and social justice. In a 1-2 page reflection, students will highlight how this involvement develops transferable skills such as leadership and problem-solving—skills employers highly value in job candidates.

**Key Resources:**

* [Handshake](https://www.calstatela.edu/careercenter/cal-state-la-handshake)
* [Eagle Connect](https://www.volunteereasy.com/Site/eagleconnect#/)
* [Presence/Involve](https://calstatela.presence.io/)

# Sociology 2000 (Intro) - Second Year (30-60 Units)

**1. Networking with Alumni/Professionals: Career Conversation**
**Assignment Description:**
Students will participate in a career conversation with an alumni or professional in a sociology-related field (e.g., social research, social services, public policy). In a 3-4 page reflection, students will analyze how the conversation helped them gain insights into career paths, required skills (including business skills for professionals), and the job market. The reflection will also examine how these insights influence their personal career goals and development.

**Key Resources:**

* [Alumni Mentoring Program](https://webdev.calstatela.edu/alumni/mentoring)
* [Career Conversation Questions](https://www.calstatela.edu/sites/default/files/career_conversations.docx)
* [Handshake](https://www.calstatela.edu/careercenter/cal-state-la-handshake) (for alumni networking)

**2. Résumé Draft & Interview Skills Development**
**Assignment Description:**
Students will create their first résumé using a College Résumé Sample, ensuring they highlight relevant coursework, volunteer work, and transferable skills. They will then practice interview skills using Big Interview, focusing on behavioral and situational questions. In a 1-2 page reflection, students will analyze how customizing application materials and practicing interview skills equips them to demonstrate to employers that they possess the necessary skills and experience.

**Key Resources:**

* [College Résumé Sample](https://www.calstatela.edu/sites/default/files/Career%20Center%20College%20Resume%20Sample_2023.pdf) / Résumé Review Guide
* [Big Interview](https://www.calstatela.edu/careercenter/interview-practice-system)
* [Career Clothing Closet](https://www.calstatela.edu/careercenter/career-clothing-closet) (for professional attire)

# Sociology 3000 (Intermediate) - Third Year & Transfer (60-90 Units)

**1. Updated Personalized Career Plan**
**Assignment Description:**
As students approach the final stages of their degree, they will revisit and update their Personalized Career Plan, incorporating new skills developed and career paths they are considering. This updated plan will identify relevant industries, including those where employers highly value sociology skills (e.g., research, public policy, social work). Students will outline how relevant courses, such as criminology or social theory, support their development of both discipline-specific skills and career readiness competencies.

**Key Resources:**

* [Plan Checklist](https://www.calstatela.edu/sites/default/files/careeradventure.pdf) / [Plan Template](https://www.calstatela.edu/sites/default/files/career_action_plan.docx)
* “What Can I Do With This Major”: [Majors & Career Paths](https://www.calstatela.edu/careercenter/majors-and-careers)

**2. Career-Relevant Companies Research & LinkedIn Profile Update**
**Assignment Description:**
Students will research sociology-related companies and organizations via Handshake, selecting one or two of interest. They will update their LinkedIn profiles to highlight academic, extracurricular, and career-relevant experiences. In a 2-3 page reflection, students will analyze how their academic background (including relevant courses) aligns with potential employers and how they can leverage LinkedIn to network with professionals and apply for positions, showcasing discipline-specific skills and business acumen.

**Key Resources:**

* [Handshake](https://www.calstatela.edu/careercenter/cal-state-la-handshake) (for researching organizations)
* [LinkedIn Profile Checklist](https://www.calstatela.edu/sites/default/files/linkedin_profile_checklist_-_college_students_accessible.pdf)
* [SkillsFirst Résumé Builder](https://www.calstatela.edu/careercenter/resume-and-letter-builder) (for profile development)

**3. Customized Résumés & Cover Letters**
**Assignment Description:**
Students will create a tailored résumé and cover letter for a sociology-related internship or job, emphasizing skills, coursework, and extracurricular activities that demonstrate their readiness for the position. In a brief reflection, students will connect how customizing their application materials enhances their ability to demonstrate discipline-specific knowledge and essential career readiness skills to prospective employers.

**Key Resources:**

* [SkillsFirst Résumé Builder](https://www.calstatela.edu/careercenter/resume-and-letter-builder)
* [Cover Letter Samples](https://www.calstatela.edu/sites/default/files/cover_letter_samples.docx) & [Letter Review Guide](https://www.calstatela.edu/sites/default/files/cover_letter_rubric_revised_accessible.pdf)
* [Handshake](https://www.calstatela.edu/careercenter/cal-state-la-handshake)

# Sociology 4000 (Advanced) - Soon-to-be Graduates

**1. Career-Relevant Experience & Final Reflection Report**
**Assignment Description:**
Students will reflect on their career-relevant experiences (internships, research projects, or jobs) and summarize their key accomplishments in a final report. This report will highlight how these experiences have developed key competencies like critical thinking, communication, and leadership. It will be formatted as an accomplishment section for their résumé and will demonstrate how these competencies are aligned with employer expectations for recent graduates in sociology-related fields.

**Key Resources:**

* [SkillsFirst Résumé Builder](https://www.calstatela.edu/careercenter/resume-and-letter-builder)
* [Résumé Review Guide](https://www.calstatela.edu/sites/default/files/college_resume_rubric_accessible.pdf)
* [Handshake](https://www.calstatela.edu/careercenter/cal-state-la-handshake) (for reflecting on internship/job search)

**2. Participating in Career Fairs and Employer Events**
**Assignment Description:**
Students will attend at least one career fair or employer networking event through Handshake or another campus resource. They will submit a 2-3 page reflection on their interactions with employers, focusing on trends in the sociology job market and how they can apply their academic background, skills, and experiences to specific job opportunities. This assignment highlights how attending career events helps students develop professional networking skills and strengthens their employability.

**Key Resources:**

* [Handshake](https://www.calstatela.edu/careercenter/cal-state-la-handshake) (for career fair registration and event participation)
* [Career Events & Fairs](https://www.calstatela.edu/events-group/univ/calendar/month?group_id=436&category=All)
* [Handshake](https://www.calstatela.edu/careercenter/cal-state-la-handshake) Networking Opportunities

**3. Business Skills and Technology Certifications**
**Assignment Description:**
Students will complete one LinkedIn Learning certification related to their field (e.g., data analysis, project management, or social media management). After completing the certification, they will submit a 1-2 page reflection on how this new skill enhances their employability and contributes to their post-graduation career plans. The reflection will also include an update to their LinkedIn profile to reflect this certification, emphasizing their ability to apply business and technical skills that employers value in professional settings.

**Key Resources:**

* [LinkedIn Learning](https://www.calstatela.edu/its/training/linkedin-learning) Certificates
* [Handshake](https://www.calstatela.edu/careercenter/cal-state-la-handshake) (for exploring relevant internships or job postings)