

# Graduate Student Career Skills

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# Background Data<sup>1</sup>:

- ?% more Canadians with PhD degrees in 2014 vs. 2001 #?
- 40% employed in Post-Secondary, but
  - Only 19% are actually professors full-time
- Around 60% employed outside Academia
  - 17%: Natural & Applied Sciences
  - 11%: Health-related occupations
  - 11%: Social, Community, or Government services
  - 8%: Education (outside university / college)

<sup>1</sup>Source: Conference Board of Canada





# 3 Key Skill Sets: ABC

## Academic

Developed through your program

Classroom, lecture, lab, workshop

Teaching: CTLT, TA, guest lectures

## Business

Who can speak to your strengths?

Collaborations, academic service, hands-on experience

Professionals organizations, conferences

## Career

Workshops and advising @ UBC CSI&C

(Centre for Student Involvement & Careers)





# **\* Career Skills:** **Start with a job posting**

Rank & Categorize the requirements

Academic vs. Business?

Link the requirements to your skills,  
experiences, and qualifications

Build accomplishment statements

STARR: Situation, Task, Action, Result, Relevance

Review the posting and evaluate the “fit”  
of your statements



# Elevator Pitch

1. Describe yourself with the right word
2. Be succinct
3. Show your expert status

# Practice!

*\*\*Break\*\**







# Track and Iterate:

Record all your  
accomplishment statements

These form your personal career database

Build your portfolio

Linkedin, Facebook, Google<sup>+</sup>, etc.

Personal website

Repeat with more postings

Goal: 2 postings per week? 15 per month?

Targeted, specific

## The top sources of quality hires have shifted in the past 4 years







# Resume vs. CV

## CV: academic

List of your academic productivity

Format is often standard / uninspiring!

## Resume:

Persuasive, summative, concise

Max 2 pages, highlight relevant, demonstrable experiences.

Must fit position

## Mixed terminology...





# Resume check:

Find a partner and scan each others' resume:

- What works?
- What's confusing?
- What could you try?



# Resume mistakes:

- Generic
- No knowledge of company or position
- Template, default format
- Experience not sorted by relevance
- Odd file types (use .pdf)





# Problematic Applications:

## Generic Applications

Cater each resume & cover letter

Even unsuccessful applications build your career skills, and your personal database

## Too many applications

Use a rifle, not a shotgun

Focus on a few, well-crafted applications

You'll get better (and faster) over time





# Career development

## Ignoring your Strengths

Personal, academic, & professional development can happen anywhere

Paid / unpaid? Projects, papers, conferences? Collaborations?

## Online Profile Problems

No picture

Tagline or heading is lacking / absent

Incomplete profile





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# Build your skills!

## Academic

Professional associations, seminars, etc.

RA / TA work, collaborative papers

## Business

Publishing, **conferences**, academic service

**Networking events, Mitacs**

## Career

UBC Careers office: advising, workshops, meet professionals & employers

**Informational interviews**





# Informational Interviews: Using LinkedIn

“Find alumni” tab

Avoid the transactional

Open questions

referrals may be more valuable than job leads

Identify a shared area of interest

relates to your research, interests, work,  
community engagement, personal life...

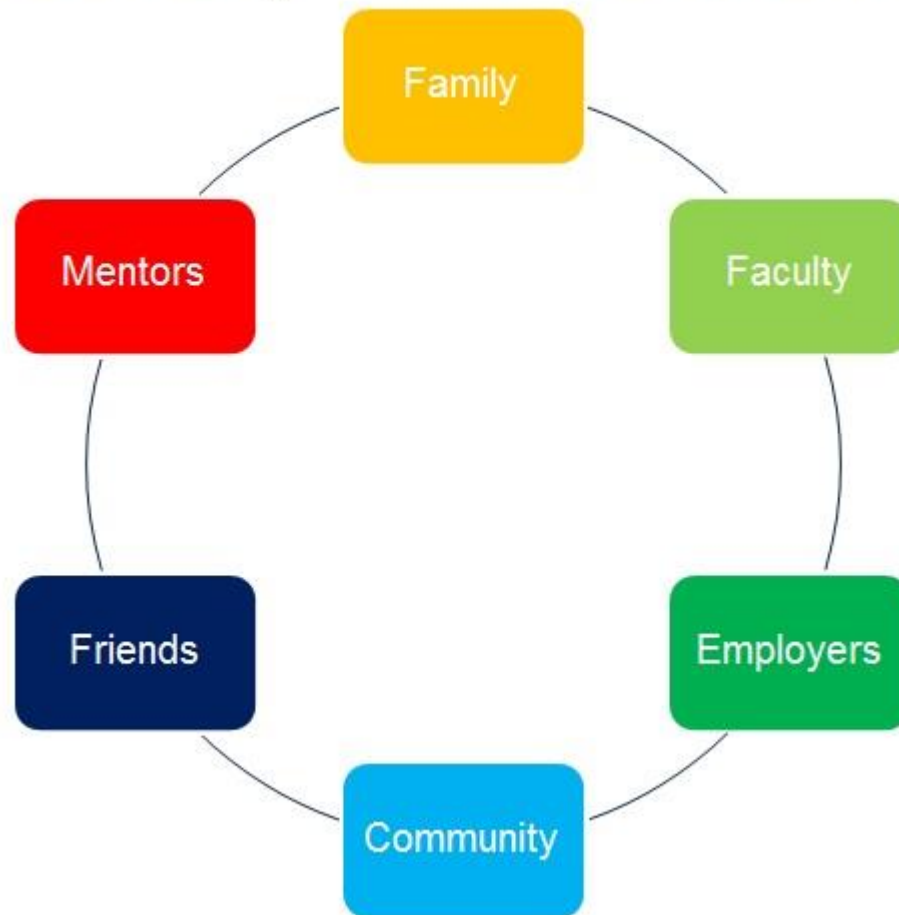
Keep the “ask” small

<20 min: coffee? Walk? Visit their office?



# Networking:

## Identify Your Network







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Mitacs

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ACCELERATE

Program Details

Who is Eligible?

Apply Now

FAQ

Projects Seeking Interns

# Accelerate

I am a...

STUDENT

POSTDOC

PROFESSOR

BUSINESS

Put your talent to work with an organization that needs it. Apply any time for a research internship of four months or longer. Funding starts at \$15,000.

## Deadline

**Accelerate PhD fellowship**  
deadlines:

- Pre-assessment form for **not-for-profit partners:**  
April 15th, 2015
- Deadline: May 6, 2015 at 1 p.m. PDT
- Decisions announced:

## Apply Now

Apply for a 2015 Accelerate  
PhD Fellowship award.



## Apply Now

Apply for a standard Accelerate  
internship







# UBC Centre for Student Involvement & Careers

- One-on-one advising
- Career fairs, graduate career symposia
- Workshops:
  - Resume /CV
  - Cover letters
  - Interview skills
  - Interview skills
  - LinkedIn
  - Panic to Power
  - Ask a recruiter
  - Job search strategies
- Start at [www.students.ubc.ca/career](http://www.students.ubc.ca/career)



# Thank you! Questions?

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