Graduate Student Career Skills

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Background Data\textsuperscript{1}:

- 50% more Canadians with PhD degrees in 2014 vs. 2001 (200,000)

- 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)

\textsuperscript{1}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+, 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

- 42% Internet job boards
- 38% Social professional networks
- 33% Employee referrals
- 32% Staffing agencies
- 30% Career websites
- 29% Internal hires

▲ 15% ▲ 73% ▲ 14% ▲ 16% ▲ 4% ▲ 5%
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
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

- Family
- Mentors
- Friends
- Faculty
- Employers
- Community
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
  - Interview skills
  - Linkedin
  - Ask a recruiter
  - Cover letters
  - Interview skills
  - Panic to Power
  - Job search strategies
- Start at www.students.ubc.ca/career
Thank you!
Questions?

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