

Managing Your Career for Mid-Stage Graduate Students

Part II: Visualizing and Networking to Your Ideal Job



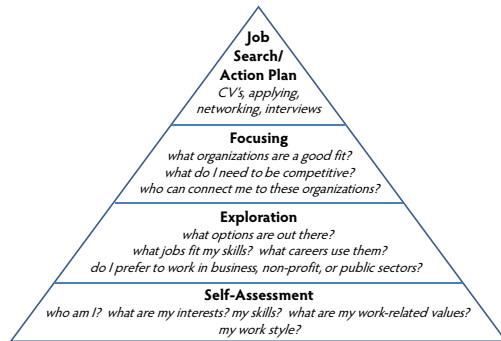
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The CLIMB Program
Research Communication Workshop
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We are addressing these questions:

- Part 1**
- What is the current professional climate?
 - "Did you know" video; career stories
 - Where are you now?
 - professional assessment
- Part 2**
- Where do you want to go?
 - building relationships and networking

2

Peter Fiske's Career Planning Process



3

Where do you want to go? Create a career collage

- What would your ideal day on the job look like?
- What would be the environment, people, location?



- For your collage:
 - use images from the internet to depict your ideal career
 - use minimal text
 - create on one slide; present to others

4

How can I explore my options? through networking

- Connect with colleagues who might be doing your ideal job
- Networking is simply building relationships
- Ideal time is now – before you're done with your PhD
 - less pressure for open conversations
- Seek opportunities to network
 - use business cards
 - nurture current relationships
 - conduct informational interviews

6

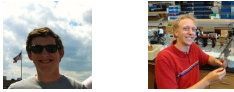
Conduct an informational interview

- Purposes:
 - to network and build a new relationship
 - to investigate a new professional field or organization
 - to explore a possible career option
 - not to ask for a job
- Create a list of specific questions to ask
 - but do your research beforehand
- Contact them first via email, then by phone
- Describe yourself and provide a CV
- Follow up with a sincere Thank You note

7

Advice for using Linked In

- Linked In is for professional social networking
 - It's not Facebook
- Present a profile for what you want to become, not your current status as a student.
 - Ex: don't use a photo that shows you as a student



- Tip: search for profiles of what you want to become.
- Let's look at your Linked In profiles

8

In networking, learn the art of "the Ask"

- Asking for help is an art, which you can develop.
 - *The Art of 'the Ask'* article from The Chronicle
- Rath (Strengths Based Leadership) includes *Influencing* as a major category of strengths
 - activate, communicate, explain significance, woo others
- Identify effective and ineffective features in these examples
 - see email messages from handout

9

When asking, communicate clearly:

- identify your relationship
 - mention how you know them, especially for cold contacts
- state clearly your request
 - make it easy for them to say yes
 - request should be specific, not too open-ended
 - provide deadline
 - level of request depends on your relationship
- explain the significance
 - why your contact is essential to fulfill the request
 - use flattery in a genuine manner
 - why the request is important

10

Here are some possible next steps:

- Create / update your Linked In profile
- Contact someone new and conduct an informational interview
- Take a professional assessment test
- Reflect on your past and write career stories
- Record your dreams for an ideal job or career
- Commit to spend time and taking a simple step
 - apply Fiske's 80:10:10 rule



11

Resources

- The Chronicle of Higher Education article
 - *The Art of 'the Ask'* from 11/28/2011
- Strengths Finder
 - *Strengths Based Leadership* by Rath and Conchie
- *What Color is Your Parachute?* by Richard Bolles
- NU University Career Services
 - Kamilah McCoy – Grad Student Services
- Don't forget your peers!

12