Career Development Programs for Graduate Students  
Spring 2017

Registration is required for these programs through the NUCareers calendar, where students can find location information. Programs marked ** are for graduate students only.

January

19th 12-1 PM **Understand Your Personality Type to Do Your Best Work** Understanding your personality type and how you interact with others is an important skill that is helpful in both your professional and personal life. In this workshop we will review the results of the Myers-Briggs Type Inventory (MBTI) that you will complete before the workshop, and discuss the ways that personality type affects your interactions with others.

24th 3-4 PM **Managing Your Online Identity** Learn ways to take control of your online presence and pivot your digital identity with intention and polish. Assess what your digital presence looks like currently and learn about platforms that you can use to showcase various aspects of your scholarly (and personal) work. Make the most of LinkedIn as you learn to leverage the value and reach of this tool. Shape your online identity with confidence and know that when you're found online, your professional brand will be distinct and resonant.

**PhD Women’s Group – 11-12 PM  1/24, 2/7, 2/21, 3/14, 3/28, 4/11** Pursing a doctoral degree brings many unique rewards and equally as many challenges, including an often unrealistic workload, financial stress, and the tight job market-- all within a markedly competitive atmosphere. A strong sense of community is key to thriving in this challenging environment. We invite women PhD students from all disciplines to join in this group that meets biweekly, collaborating to support one another as a community of female scholars sharing our strategies, struggles, and victories.

February

6th 11 AM – 12 PM, **Interviewing for Graduate Students** As a graduate student, you have begun to specialize in your chosen field and will be expected to present yourself as a confident professional. This workshop can help you develop that skill by providing advice on preparation, Skype and phone interviews, questions to expect, questions to ask and how to connect with the interviewer. Participants will be asked to share their interview experiences and to practice responding to common interview questions.

8th 12-1 PM, **Lunchtime Chat** Attend this event with a biotechnology employer for an informal conversation about opportunities and career paths in the biotechnology industry. Pizza will be served.

14th 12-12:30 PM, **Job Search Best Practices** The job search involves different steps and resources. Through Career Development, you have access to a multitude of online tools and resources to you be successful in landing your next job. In this workshop you will learn best practices and tips for effectively using nuCareers, Going Global, online guides and Glassdoor (just to name a few). These paid subscriptions are available to NU students for free! Take advantage of these tools and optimize your job search!

16th 6 – 7:30 PM, **Data Science in the Real World** Don't miss this opportunity to hear Khaled El-Goarany, Data Scientist, Strategy & Operations Analytics (S&O) Insight Studio at Deloitte Consulting. With five years as a Data Scientist at Deloitte Mr. El-Goarany has a wealth of information to share about the field. This is Mr. El-Goarany's first visit to campus and he is looking forward to sharing his insights and outlook with graduate students.

28th 5-6:30 PM,** Leveraging Your Unique Strengths for Your Job Search** This interactive workshop for graduate students will help you to discover and understand your natural strengths and talents. You will identify your “Top 5” signature themes and reinforce them with practice and learning in order to make choices that lead to a successful job search. You’ll identify ways you can use your strengths every single day instead of working on your weakness. Let’s talk strengths!
March

6th 4-5 PM, **Networking Tips for Graduate Students** Networking is a process of building and maintaining connections with others for shared positive outcomes, including career exploration, company research, career advice and job or internship leads. While networking is a key ingredient for a successful job search, a vibrant professional network is a valuable asset throughout your career. This workshop is designed to help graduate students plan and execute an effective networking strategy based on individual goals and personality.

15th 12-1 PM **Lunchtime Chat:** Attend this event for an informal conversation about opportunities and career paths for those with degrees in Economics. Pizza will be served.

21st 12-1 PM, **Mind Mapping for Decision Making** Mind mapping is a graphic tool that makes use of how our brains naturally work, visually and by association. A Mind Map is an individual, personalized map, ideally suited to preparing presentations, taking meeting and lecture notes, processing text books and specialist texts, developing learning or career goals, creating to-do lists and decision making. This workshop will focus on using mind maps specifically for decision making. We will introduce you to mind maps and teach you to create your own. Please come prepared to create a mind map for a decision you are trying to make.

22nd 12-1 PM, **Taking the Stress Out of the Job Search** Job searching is a process comprising of several steps. These may include identifying target jobs, updating your resume, writing cover letters, networking, networking and networking. The order of the steps is variable and different for all job seekers. In this workshop you identify the steps you will need to consider for your individual job search and create an action plan that will take away the overwhelm. Once you break down the job searching process into manageable steps, you will have a greater sense of control.

22nd 3-3:30 PM, **Job Search Best Practices** The job search involves different steps and resources. Through Career Development, you have access to a multitude of online tools and resources to you be successful in landing your next job. In this workshop you will learn best practices and tips for effectively using nuCareers, Going Global, online guides and Glassdoor (just to name a few). These paid subscriptions are available to NU students for free! Take advantage of these tools and optimize your job search!

27th 3-4 PM, **sheLEADS: Choosing Your Work/Life Balance** At every stage of life, women (and men) divide their lives among numerous roles. At times, there is a comfortable fit with the time and energy you have available: for example, a teenager may have the roles of student, daughter, part-time worker and friend, and have little difficulty balancing schoolwork, leisure activities and relationships. As a college student, intern, parent, full time worker and/or child of aging/ill parents, for example, fulfilling all responsibilities can seem nearly impossible. In this workshop, you will define your roles, assess the balance in your life, and discuss strategies for successfully integrating the many demands on your time.

29th 9 – 11AM, **Graduate Student and STEM Employer Forum** The Graduate Student Career Development Team is pleased to offer this exciting, new networking forum! During lunch a keynote address by an employer partner (more details to come) will be followed by ten to fifteen STEM employers briefly speaking about their company and background. The rest of the forum will be set up with networking tables for each of the employer partners. Every 20 minutes students have the ability to move to a different table to meet and speak with company representatives. Sharpen your networking skills! This is a wonderful opportunity to meet many industry professionals in just a few hours.

April

4th 12-1 PM, **Converting Your CV to a Resume** Attend this session to learn key differences between a resume and a CV, understand how to re-articulate your advanced training as relevant work experience, and learn the fundamentals of persuasive resume writing in order to pursue your career of choice.

10th 3-4 PM, **she LEADS: Overcoming the Imposter Syndrome** Have you ever been in a new situation and found yourself wondering, in spite of your proven abilities, when someone would discover that you weren't good enough to be taking that class or working on that job? This form of self-doubt was named the imposter syndrome, and while it afflicts both women and men, women are more likely to suffer from it, even some who have achieved impressive career success. Join us in this workshop to understand what drives the imposter syndrome, to identify your internal critic and to learn strategies for assessing your abilities realistically.

25th 12-1 PM, **Delivering Effective Presentations** Presenting in front of audiences is not everyone’s favorite thing. In fact, for many, the thought of public speaking is more unpleasant than a visit to the dentist. If this is you, you are not alone. However, you may find yourself needing to do just this - deliver a presentation in front of an audience. In this workshop you will learn methods make your presentations more effective and develop techniques that will help you alleviate anxiety.