How to Be “Career Ready”
(Tips for International Students)

Welcome!
- Your mic is muted.
- Check your sound--make sure your speakers are working.
- This session will be recorded & posted.
- Presentation then Q&A. Send to Host & Presenter. Use the Q&A box to post questions.
How to Be “Career Ready”  
(Tips for International Students)

2019-2020

Dr. Susan Martin  
Program Director – Professional and Career Development

UNIVERSITY CAREER CENTER  
& THE PRESIDENT’S PROMISE
The Graduate School
University Career Center & The President’s Promise

Our mission
To empower all Maryland students and postdocs to reach their full career potential

Our goal
To educate and motivate you to actively engage in career planning and professional development from DAY 1

How will you maximize your training to be ready for a career in academia, industry, government, non-profit organizations or entrepreneurial ventures?

Dr. Susan Martin
Program Director

Jeffrey Yeung
Graduate Assistant

15 Minute Overview of Services YouTube Video:
https://youtu.be/7lxDI5DbNDk
Today’s Session is a starting point!

1. Basics-things you may or may not know
   ○ Career Services
   ○ How do things work in your home country vs. US?
   ○ PhD as advanced training in 2019 vs. 1990

2. What does “career ready” mean? How does it all work in the US?

3. Tips and Tools to maximize your doctoral training and potential opportunities.

4. Q&A - 15-20 minutes
What are your career plans?

<table>
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<tr>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
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<tbody>
<tr>
<td>• plan to seek work in home country</td>
<td>• plan on using OPT then plans to return home and work</td>
<td>• plan on using OPT and wants to stay in US for career</td>
<td>• plan on using OPT (or not) and is going to seek employment internationally</td>
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- This session is a starting point for increasing you success at achieving your intended career plans.
- It is not a session about work-authorization, sponsorship or immigration.
- You can do everything “right” and not get your 1st choice.
Career Readiness

THE ATTAINMENT AND DEMONSTRATION OF REQUISITE COMPETENCIES THAT BROADLY PREPARE PHD GRADUATES FOR A SUCCESSFUL TRANSITION INTO THE WORKPLACE.
Overall Frames of Reference

**Home**

1. How does educational system work? Who earns PhD? and why?
2. How do you choose your area of study? and future career path?
3. What is economy/labor market like?
4. Political Context- how does this impact job opportunities?

**USA**

1. 3% of US population. Emphasis on diversifying academia.
2. Choices based on interests, skills, values.
3. Regional job markets. Big industries - technology, defense, healthcare, education, services
4. Political Context- Shifting ideologies
What a PhD means (in US)...

- Advanced training to generate new knowledge and do research
- Preparation for a faculty career (research and teaching focused)
- Has value in a changing academic job market and data driven, technological, global economy
- Preparation for work that will solve complex challenges for humanity and planet in academia, industry, government, non-profits, innovation.
What is the doctoral experience like?

- Depends on your discipline, program, advisor
- At R1 like UMD, driven by funded research, publications, academic rigor achievement, intellectual prestige
- Culture of collegiality, independence & autonomy. Concept of mentorship. **Unspoken expectations.**
- May be **explicit or implied expectation of faculty career**; postdoc for scientists
- Advisor may have the notion that what “worked for me will work for you.” **BUT it is a different world!**
Reality of an Academic Career in 2019

- Industry of higher ed has changed; fewer tenure track positions
- Expectations about publishing and ability to win grants are much higher
- Teaching experience necessary
- Starting salaries may be lower in some disciplines than you might think
- No longer a clear or easy default path
“I am also considering industry jobs”

https://www.imaginephd.com/
What employers want:

Figure 1: Career readiness competencies identified as absolutely essential/essential, by percent of respondents

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<tr>
<th>COMPETENCY</th>
<th>PERCENT OF RESPONDENTS</th>
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<tbody>
<tr>
<td>Professionalism/Work Ethic</td>
<td>97.5 percent</td>
</tr>
<tr>
<td>Critical Thinking/Problem Solving</td>
<td>96.3 percent</td>
</tr>
<tr>
<td>Oral/Written Communications</td>
<td>91.6 percent</td>
</tr>
<tr>
<td>Teamwork/Collaboration</td>
<td>90 percent</td>
</tr>
<tr>
<td>Information Technology Application</td>
<td>72 percent</td>
</tr>
<tr>
<td>Leadership</td>
<td>55.9 percent</td>
</tr>
<tr>
<td>Career Management</td>
<td>45 percent</td>
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TIP #1: USE AVAILABLE RESOURCES. SMALL STEPS. BUILD CAREER DEVELOPMENT INTO YOUR WEEKLY/MONTHLY CALENDAR
UMd Career Services

• **University Career Center & The President’s Promise**
  • Careers4Terps (C4T)
  • workshops, panels, networking events, fairs
  • appointments with me through C4T

• **Engineering Co-Op & Career Services**
  • Careers4Engineers
  • walk-in 8:30-4:15
  • workshops, events, fairs

• **Robert H. Smith School of Business Career Services**
  • HireSmith

• **School of Public Policy Career Services**
  • Career Connections; UMD Policy Jobs
PhD Professional & Career Development

Recordings from Previous Workshops: https://gradschool.umd.edu/professionaldevelopment/webinar-materials-2019-2020

- PhD Career Updates e-newsletter
- Follow @UMDPhDCareers
Utilize online info & services!
Use Career Website & Portal

● Website: careers.umd.edu
  ■ events calendar and career resources
  ■ TerpGuide

● C4T (link on upper left)
  ○ schedule appointments with me
  ○ register for events
  ○ VAULT career library & GoinGlobal
  ○ Job Postings (search agent/emails)
  ○ Interview Stream (practice/feedback)
TIP #2: COMMIT TO A CAREER PATH (OR 2). INTENTIONALLY GATHER INFORMATION. ASK QUESTIONS.

Increase your knowledge about the qualifications for the career paths you are committed to pursuing.
UMD PhD Career Development Model
Use Online Career Tools

- **ImaginePhD** for humanities & social sciences (Ok for STEM)
- **myIDP** and **ChemIDP** for science careers
- All include **assessments**; suggested careers that are aligned with interests.
How do I research career options?

1. **READ**

2. **Informational Interviewing**

3. Attend professional and career events on campus and through professional organizations.
Informational Interviews (Conversations)

• Used to gather information about careers, industries or specific companies. Powerful tool for all disciplines and intended career paths.
• Goal is to gain advice and information. NOT focused on asking for a job
• Focused on the person you are interviewing
• Start with people you know and ask for referrals
• Way to establish and expand your professional network
Some helpful books
TIP #3:

PLAN AND PARTICIPATE IN PROFESSIONAL DEVELOPMENT ACTIVITIES

Treat your training as a 4-5 year project.
IDP Template

- Create a plan for this year; and every year through graduation
- Start with academic milestones
- Add career goals
- Discuss with “mentors”
- Review & update in December and June
Graduate Pathways

- Set Your Goals
- Become An Expert
- Manage Your Career
- Communicate and Lead
- Engage, Thrive, and Connect
Career Self-Management Competencies

1. Accept **responsibility** for ongoing career and professional development. Maintains **positive mindset and demonstrates resilience**.

2. **Know yourself** (interests, skills, and values). Communicate convincingly about your transferable skills and strengths.

3. Able to **name the specific type of jobs** you are looking for within specific **industries** and understand the qualifications and typical career paths.

4. Keep up with discipline/industry trends. **Continue to develop required skills**.

5. Effectively **build, maintain and utilize your professional network** at all stages of your career. Use it for gaining information, job search assistance, and identifying opportunities.

6. Manage a professionally branded and **effective online presence**.

7. **Know sources of postings.** Understand application processes & timelines.

8. Able to **draft, edit and tailor documents** (CV, resume, cover letters, email correspondence, letters of acceptance and decline...).

9. **Master the art of effective interviewing.**

10. Able to effectively **negotiate and accept/decline offers**.
Sources of Career & Professional Development

- Other Grad Students & Postdocs/Alumni
- Advisor/Mentors
- Program/Department/School
- UMD, Grad School, Career Centers, TLTC, NCFDD, CIRTL, LinkedIn Learning
- Professional Associations (national and local; Student organizations)
UMD Resources

- Teaching & Learning Transformation Center (TLTC)
- Center for the Integration of Research, Teaching, & Learning (CIRTL)
- National Center for Faculty Development & Diversity (NCFD) (NCFDD)
- Office of Research Administration (ORA)
- LinkedIn Learning
- Travel funds for PhD students & Postdocs (Dept, Grad School, and Professional Orgs)
- UMD Alumni Assoc. – Terrapins Connect
- Departmental, College/School, and GS events
Professional Development Opportunities for Postdocs

- Office of Postdoctoral Affairs (OPA)
- National Postdoc Association
- Travel funds for Postdocs
- TLTC
- CIRTL
- NRMN - CAN
- NCFDD
- ORA
- LinkedIn Learning
Professional Associations
TIP #4:
MASTER THE MECHANICS OF A U.S. JOB SEARCH.

PRACTICE (and LEARN) with each application or event you attend
INTERNATIONAL STUDENT CAREER SERIES

8/20
RESUME WRITING
5 PM
1202 Martin Hall

9/6
HOW TO BE CAREER READY - INTL DOCTORAL STUDENTS (WEBEX)
2-3 PM

9/13
JOB SEARCH + ENGAGEMENT
2-3 PM
Career Center HBK 3134

9/17
FALL 2019 CAREER + INTERNSHIPS FAIR
9/19

FOR MORE INFORMATION VISIT THE CAREER SERVICES WEBSITE

INTERNATIONAL STUDENT JOB SEARCH STRATEGIES:
Advice from a Former Recruiter
Friday, October 4, 2019
1 p.m.—4 p.m.
2204 Edward St. John

It is never too early to learn the most effective techniques for cultivating opportunities. A must for all international students.

Register at: go.umd.edu/DanB2019

Finding OPT opportunities and longer-term employment in the US is challenging and takes tremendous effort. Get relevant job search advice from former recruiter Dan Beaudry, author of the book PowerTies.

Speaker will be followed by an interactive session facilitated by career center staff to help you implement the most effective networking and job search strategies.

PHD 2019-2020
career development workshops

**FALL**
- RESUMES, CVs & COVER LETTERS
  - Friday, August 23 | Noon-1 p.m.
  - Virtual via WebEx
- NAVIGATING TO YOUR DREAM CAREER
  - Friday, August 30 | Noon-1 p.m.
  - Virtual via WebEx
- MAKING THE MOST OF THE FALL CAREER FAIR
  - Tuesday, September 3 | Noon-1 p.m.
  - Virtual via WebEx
- HOW TO BE CAREER READY - TIPS FOR INTERNATIONAL DOCTORAL STUDENTS
  - Friday, September 6 | Noon-1 p.m.
  - Virtual via WebEx
- ACADEMIC JOB SEARCH OVERVIEW
  - Tuesday, September 10 | Noon-1 p.m.
  - Virtual via WebEx
  - Thursday, October 17 | Noon-1 p.m.
  - Room 2124, Lee Building
- NAVIGATING TO YOUR DREAM CAREER
  - Monday, September 16 | Noon-1 p.m.
  - Room 2124, Lee Building
- FALL CAREER & INTERNSHIP FAIR
  - Tuesday, Sept. 17 - Thursday, Sept. 19
  - Noon-5 p.m. Daily
  - Stamp Student Union
- HOW TO APPLY FOR FEDERAL JOBS & INTERNSHIPS
  - Friday, September 20 | Noon-1 p.m.
  - Virtual via WebEx
- TURN YOUR RESEARCH PROJECT INTO A STARTUP
  - Thursday, September 26 | Noon-1 p.m.
  - UM Ventures, 7879 Diamond Back Drive (Behind The Hotel) and Virtually via WebEx
- INDUSTRY JOB SEARCH OVERVIEW
  - Friday, September 27 | Noon-1 p.m.
  - Virtual via WebEx
  - Friday, November 15 | Noon-1 p.m.
  - Room 2124, Lee Building
- RITA LEAHY PHD SERIES: CAREERS IN DATA SCIENCE
  - Tuesday, October 1 | 4:30 p.m.-6:00 p.m.
  - 3rd Floor, Hornbake South
- INTERNATIONAL STUDENT JOB SEARCH STRATEGIES: ADVICE FROM A FORMER RECRUITER
  - Friday, October 4 | Noon-1 p.m.
  - Room 2204, Edward St. John
- OVERVIEW OF SCREENING & ONSITE INTERVIEWS
  - Friday, October 11 | Noon-1 p.m.
  - Virtual via WebEx
- EFFECTIVE INTERVIEWING
  - Friday, October 18 | Noon-1 p.m.
  - Virtual via WebEx
  - Thursday, December 5 | Noon-1 p.m.
  - Room 2124, Lee Building
- EVALUATING JOB OFFERS
  - Friday, November 1 | Noon-1 p.m.
  - Virtual via WebEx
- RITA LEAHY PHD SERIES: CAREERS IN THINK TANKS
  - Thursday, November 20 | 4:30 p.m.
  - 3rd Floor, Hornbake South and Virtually via WebEx

**WINTER**
- EVALUATING JOB OFFERS
  - Thursday, January 16 | Noon-1 p.m.
  - Room 2124, Lee Building
- CAREER EXPLORATION BOOT CAMP
  - January 2020 | 9 a.m.-3 p.m.
- JOB SEARCH BOOT CAMP
  - January 2020 | 9 a.m.-3 p.m.
- RITA LEAHY PHD ALUMNI SERIES: CAREERS IN ADVOCACY
  - Thursday, March 6 | 4:30-6 p.m.
  - 3rd Floor, Hornbake South and Virtually via WebEx
- EFFECTIVE INTERVIEWING
  - Friday, March 6 | Noon-1 p.m.
  - Virtual via WebEx
- ACADEMIC JOB SEARCH OVERVIEW
  - Thursday, March 12 | Noon-1 p.m.
  - Virtual via WebEx
- LEVERAGING LINKEDIN FOR NETWORKING & JOB SEARCH
  - April 2020 | TBD
  - Virtual via WebEx
- EVALUATING JOB OFFERS
  - April 2020 | TBD
  - Virtual via WebEx
- RITA LEAHY PHD SERIES: CAREERS IN THE FEDERAL GOVERNMENT
  - Wednesday, April 8 | 4:30-6:30 p.m.
  - 3rd Floor, Hornbake South and Virtually via WebEx
- PHD CAREER PATHWAYS CONFERENCE 2020
  - Friday, May 1 | 9 a.m.-2 p.m.
  - Colony Ballroom, Stamp Student Union
- INDUSTRY JOB SEARCH OVERVIEW
  - Friday, February 28 | Noon-1 p.m.
  - Virtual via WebEx
  - Friday, May 8 | Noon-1 p.m.
  - 2124 Lee Building

**SPRING**
- NAVIGATING TO YOUR DREAM CAREER
  - Friday, January 21 | Noon-1 p.m.
  - Virtual via WebEx
- RESUMES, CVs & COVER LETTERS
  - Friday, February 7 | Noon-1 p.m.
  - Virtual via WebEx
- EFFECTIVE INTERVIEWING
  - Friday, February 21 | Noon-1 p.m.
  - Virtual via WebEx
  - Thursday, April 14 | Noon-1 p.m.
  - Room 2124, Lee Building
- SPRING CAREER & INTERNSHIP FAIR
  - Tuesday, Feb. 18 - Thursday, Feb. 20
  - Noon-5 p.m. Daily
  - Daily Stamp Student Union
- OVERVIEW OF SCREENING & ONSITE INTERVIEWS
  - Friday, March 20 | Noon-1 p.m.
  - Virtual via WebEx

**SUMMER**
- PHD JOB SEARCH BOOT CAMP
  - May 2020 | 9 a.m.-3 p.m.
- PHD CAREER EXPLORATION BOOT CAMP
  - July 2020 | 9 a.m.-3 p.m.

Limited space. Pre-registration required. go.umd.edu/uccevents
Versatile PhD: See how others did it!

- **UMD subscribes to VPhD**
  - Narratives from PhDs in non-academic careers (STEM and Arts & Humanities)
    - story and advice of journey to satisfying job
    - resume
    - CV
    - job description
  - Job postings & 6 Module career course
  - internal email to 70K members

Advancing graduate education. Enhancing the graduate student experience.
TIP #5: MAINTAIN A POSITIVE MINDSET

● Practice resilience, mindfulness and gratitude
● be open to unfolding opportunities; Action over Perfection
● focus on what you can control
  ○ how you use time
  ○ maintenance of your overall physical and mental well being
  ○ response to challenges
Career Counseling & Other Support for International Students

• UMD Counseling Center
• Eight free sessions (paid by your student fees)
• Take the vocational assessments (Myers-Briggs and Strong Interest Inventory)
• Helpful for those:
  • Working through other personal factors that influence your career and graduate school process
• How to make an appointment: https://www.counseling.umd.edu/cs/gettingstarted/#intakeappointment
TIP #6: KEEP IN MIND THAT THIS (UMD) IS JUST ONE CHAPTER IN YOUR CAREER & LIFE

- REFRAME THINGS IN TERMS OF LEARNING EXPERIENCES NOT FAILURES.
- LEARN FROM OTHERS (PEERS, FACULTY, ALUMNI). CONSIDER THEIR ADVICE AND PERSPECTIVES.
- “PLANT SEEDS”
- MAKE DECISIONS AND TAKE ACTION BASED ON YOUR PRIORITIES, GOALS AND OPTIONS AT THE TIME.
- MAKE SURE YOU UNDERSTAND PROCESSES OF CPT AND OPT (ISSS).
What are your next steps?

Some suggestions

- Review career center website.
- Set up your C4T, C4E, UMD Policy Jobs, HireSmith accounts
- Attend workshops & events
- Take PhD Career Development Survey
- Draft your IDP
- Schedule appointment with career advisor

Q&A

go.umd.edu/phdcareerinfo

All webinar materials at:
go.umd.edu/phdwebinars2019-2020