NAVIGATING TO YOUR DREAM CAREER

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Introductions
• In pairs, please share with each other
  • Your name
  • Where you call home
  • Type of degree (master's, doctoral, post-doc)
  • Field of study
  • Year of study
  • Answer: “When you were younger, what did you want to be when you grow up?”
• Be ready to introduce your partner

Agenda
• Introductions
• Quick activity
• Overview of session
• Career Self-Management
• Applying for an industry career
• Resources
• Wrap up
• Survey
**ESSENTIAL QUESTIONS**

1. What are the current career trends for PhDs?
2. What is career self-management?
3. How do I apply career self-management?
4. What skills do I have now? What skills do I need to develop?
5. What tools and resources are there to achieve my goals?
6. What are my next steps after this workshop?

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**WHY IS THIS IMPORTANT?**

What is the current career landscape for those with PhDs?

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**INCREASING PHDS AWARDED**

According to the Study of Earn Doctorates in 2015:

- Strong upward trend of PhDs awarded—average annual growth of 3.3%
- More Science and Engineering (S&E) degrees compared to non-S&E degrees
- Gap is widening across time
Increase in Earned PhDs Among Racial Minorities

According to the Study of Earned Doctorates in 2015:

- Underrepresented minorities are increasingly earning PhDs in the past 10 years
- 31% increase in the number of Black/African American awarded the PhD
- 71% increase in the number of Hispanic or Latinx awarded the PhD

Resident Status and Employed Positions

According to the Study of Earned Doctorates in 2015:

- Temporary visa holders who intend to stay in the U.S. were about three times as likely to work in industry or the business sector (60%) compared to those who plan to leave the U.S. (19%) or U.S. citizens or permanent residents (22%)
- Those who plan to leave the U.S. or U.S. citizens or permanent residents were far more likely to take a non-postdoc position in academic and government.

Career Self-Management Basics
The Career Management process

- Understand typical career paths and industry trends
- Identify jobs that you will be qualified
- Effectively navigate job search process
- Learn “technical” and “soft skills”
- Clearly articulate your strengths and skills
- Develop, expand, and utilize your network

Applying Career Self-Management

An example of seeking industry positions
It is common for people to start (and perhaps only use) public online job postings. However, research shows that 80% of jobs are "hidden!" What does that mean for me? Rethinking the job search process. How do I access the jobs that are not public?

Common job search strategies:
- Posted positions on job boards (e.g., Indeed.com, Idealist.org, etc.)
- Discipline specific job boards
- Referral from current employee (in)formally
- Word of mouth — "Oh, have you thought about [X, Y, Z] company?"
- Job postings on target company/organization websites
- LinkedIn
THE HIDDEN JOB MARKET

• Studies consistently indicate that most jobs are NOT posted publicly
  • 20% vs. 80%
  • Is my current search strategy efficient and effective?

DO YOU KNOW ABOUT EMPLOYEE REFERRAL PROGRAMS

• Formal programs to encourage current employees to refer candidates to the company
  • Why? Current employees know the company well and know who would fit well
  • Referrals may get your application priority consideration and even an interview!
  • Everyone wins!

OKAY, BUT HOW DO I GET IN?

• Job posts that are not publicly advertised
• You know because you “knew” someone
• Friend of a friend
• Cultural capital
• Internal referral
Big vs. Large Companies: The Pros & Cons

**Pros**
- More to grow
- View all of your colleagues, including executives
- Greater flexibility for making policy changes
- Taking courses within the company

**Cons**
- Will have to wear many hats
- Limited resources and manpower to complete large projects
- Time could be overwhelming

EXPLORING CAREER OPTIONS

1. **Read**
2. **Informational Interviewing**
3. Attend professional and career events on campus and through professional organizations

How do I explore career options?
ORGANIZE YOUR SEARCH

1. Plan & keep notes
2. Set weekly goals
3. Keep contact info
4. Follow-up with contacts
5. Log jobs applied & status
6. Thank you emails

HOW TO SPEND YOUR TIME

Half Time: Research & Contacts
- Find employers and note info
- Network
- Locate where the postings are

Half Time: Apply & Follow Up
- Create & send materials
- Prepare for interviews
- Track & follow up on applications

SKILLS: WHAT YOU HAVE AND WHAT YOU NEED
TOP 11 SKILLS EMPLOYERS WANT (2016)

<table>
<thead>
<tr>
<th>ATTRIBUTE</th>
<th>% OF RESPONDENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Leadership</td>
<td>80.1%</td>
</tr>
<tr>
<td>Ability to work in a team</td>
<td>79.9%</td>
</tr>
<tr>
<td>Communication skills (written)</td>
<td>70.2%</td>
</tr>
<tr>
<td>Problem-solving skills</td>
<td>70.2%</td>
</tr>
<tr>
<td>Communication skills (verbal)</td>
<td>68.9%</td>
</tr>
<tr>
<td>Strong work ethic</td>
<td>68.9%</td>
</tr>
<tr>
<td>Initiative</td>
<td>65.8%</td>
</tr>
<tr>
<td>Analytical/quantitative skills</td>
<td>62.7%</td>
</tr>
<tr>
<td>Flexibility/adaptability</td>
<td>60.9%</td>
</tr>
<tr>
<td>Technical skills</td>
<td>59.6%</td>
</tr>
<tr>
<td>Interpersonal skills (relates well to others)</td>
<td>58.4%</td>
</tr>
</tbody>
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THE INDIVIDUAL DEVELOPMENT PLAN (IDP)
The roadmap to achieve your career & professional goals

WHAT IS AN IDP? HOW DO I CREATE ONE?

- An Individual Development Plan (IDP) is an essential career tool to help you:
  - assess your current skills and strengths
  - make a plan for developing skills to meet your career goals
  - communicate with your mentors about your goals and related skills
- IDPs are iterative
  - update and refine as your goals change and/or come into focus
  - record your progress and accomplishments
- Share your IDP with your mentor throughout the process to clarify approaches to your student/mentor relationship

1. Assess
2. Write
3. Discuss
4. Implement
5. Revise
RESOURCES TO FILL THE GAP

• Assess interest, skills, and values
• Generate careers from assessments
• Information about careers
• Create plan and set goals
• Discuss the plan with your advisor/mentor

USING ONLINE CAREER TOOLS

• myIDP and ChemIDP for science careers
• ImaginePhD for humanities & social sciences
• The Versatile PhD for STEM, Arts, & Humanities seeking non-academic careers (MUST use UMD portal)
PhD Professional & Career Development

Handouts & Slides from Previous Workshops:
https://gradschool.umd.edu/professional-development/workshop-materials

If you are not receiving newsletters, sign up here:
https://gradschool.umd.edu/professional-development/phd-career-professional-development-newsletters

UMD Career Website & Careers 4 Terps

UMD Career Center: careers.umd.edu
• Events calendar and career resources
• Vault
• CareerBuilder (C4T)
• Schedule appointments with me using C4T

VAULT career library
• Job Postings (search agent/emails)
• Interview Stream (practice/feedback)

UMD Resources PhD Students Career & Professional Development

• Office of Postdoctoral Affairs (OPA)
• Teaching & Learning Transformation Center (TLTC)
• Center for the Integration of Research, Teaching, & Learning (CIRTL)
• School of Engineering Future Faculty Program
• Office of Research Administration (ORA)
• Training @ Maryland
• Travel funds for PhD students & Postdocs (Dept, Grad School, and Professional Orgs)
• UMD Alumni Assoc. – Terrapins Connect Mentorship Program
• Departmental, College/School, and CSS events
  • School of Engineering/On-Campus Career Services
  • School of Public Policy – Office of Career Services & Alumni Relations
  • School of Business – Office of Career Services
• All others: Grad School Professional and Career Development
CAREER COUNSELING

• UMD Counseling Center
• Eight free sessions (paid by your student fees)
• Take the “golden-standard” vocational assessments (Myers-Briggs and Strong Interest Inventory)
• Helpful for those:
  • Trouble finding their interests
  • Working through other personal factors that influence your career and graduate school process
• How to make an appointment: https://www.counseling.umd.edu/department/Resources/Appointments

WHAT ARE MY NEXT STEPS?

• What is one step you will take after this session to plan for your career?
• Be ready to share.

STAY IN TOUCH!

• Coordinated by Dr. Susan Martin
• For more information about resources and events, call (301) 405-8236 or email smart18@umd.edu
• To learn more about upcoming career events & workshops visit:
  • Graduate School Events Calendar
  • The University Career Center & The President’s Promise Events Calendar
• Sign up for an appointment in Careers for Terps (C4T)

Click here to sign up for Careers 4 Terps
Remember...

Plan anyway.

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Please fill out end-of-session survey. Thanks!