

# Graduate Student Workshops

SPRING QUARTER 2019

## REGISTER FOR WORKSHOPS AND LABS AT:

<https://booknow.appointment-plus.com/7y1bx87c/> or [grc@uci.edu](mailto:grc@uci.edu)

## CONVERTING YOUR CV INTO A RESUME

**Wednesday, April 10<sup>th</sup> from 3:00 – 4:00 PM at the GRC**

Looking to apply to internships or non-academic jobs? Come learn how to convert your CV into a resume! In this workshop you will learn the differences between a CV and a resume, when to use which, and how to communicate your skills to a broader job search market. *Bring your laptop or a printed draft of your CV and/or resume to make edits during this session.*

## RESUME AND CV LAB

**Thursday, April 25<sup>th</sup> from 2:30 – 3:30 PM at the GRC**

Drop-in any time during this lab for hands-on help with your resume and/or CV! Whether you're writing your first resume/CV or just need help with tailoring it to a specific job, Division of Career Pathways staff will be available to answer questions and provide feedback on content and formatting. *Be sure to bring your laptop or a printed draft.*

## NETWORKING AND YOUR PROFESSIONAL BRAND

**Tuesday, April 30<sup>th</sup> from 2:00 – 3:30 PM at the GRC**

Building a professional brand opens the professional and networking opportunities necessary to establish a successful career. This session will get you started to ensure success when marketing yourself to future employers, funders and beyond.

## DISCOVER CAREER RESOURCES LAB

**Wednesday, May 15<sup>th</sup> from 12:30 – 1:30 PM at the GRC**

With countless resources available online to assist you on your career journey, it's hard to know which ones are worthwhile. Come learn about useful career related resources available to you as a UCI student! This session will feature an overview and demo of career technologies and one-on-one assistance from Division of Career Pathways staff to help get you started. Topics will include: Big Interview, ImaginePhD, Versatile PhD, and more. *Be sure to bring your laptop!*

## INTERVIEW TECHNIQUES AND PRACTICE

**Wednesday, May 22<sup>nd</sup> from 12:00 – 1:30 PM at the GRC**

The key to interview success is preparation and practice. It's not necessarily the most qualified who gets the job, but the person who knows how to make a great impression. Discover the techniques to rise above the competition and lower interview anxiety by preparing well with some practice!

## *Graduate Student Resources*

SPRING QUARTER 2019

# IMAGINEPHD

A CAREER PLANNING AND EXPLORATION TOOL

IMAGINEPHD.COM

ImaginePhD is a free online career exploration and planning tool for PhD students and postdoctoral scholars in the humanities and social sciences.

## THE VERSATILE PHD

<http://career.uci.edu/students/graduate/versatile-phd/>

Versatile PhD is first-hand advice about nonacademic careers for humanities & social science PhDs, including resume and cover letter samples, career autobiographies, and career panel discussions with PhDs successfully employed outside the academy.

*Save the Date*

## SPRING CAREER FAIR

THURSDAY, MAY 2

10 AM – 3 PM | STUDENT CENTER PACIFIC BALLROOM

*Drop-In Advising*

### Drop-In Advising Hours

TUESDAYS 10 AM – 12 PM at the GRC

### Additional Drop-In Advising Hours

MONDAY - FRIDAY 11 AM – 2 PM at the Division of Career Pathways

### Need longer than a drop in?

Make an appointment on **Handshake** ([uci.joinhandshake.com](http://uci.joinhandshake.com))