ASTR/PHYS Professional Development

APPLYING FOR JOBS

Evan Ferg from CU's Career Services will give practical advice and answer your questions on getting a job!

Wednesday, April 17th 5:00-6:00pm DUANE G130

FREE PIZZA

Applying for Jobs Wed April 17, 2024, 5-6pm

Opening remarks: Mike Dubson (PHYS) & Paul Hayne (APS)

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APS/PHYS Professional Development

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https://www.colorado.edu/aps/undergraduate-studies/professional-development

Astrophysical & Planetary Sciences

COLLEGE OF ARTS AND SCIENCES

Home > Undergraduate Studies > Professional Development

Professional Development

APS/PHYS Professional Development is a resource for undergrads in fields related to physics and astronomy at CU Boulder. This website includes resources and information designed to help undergraduates in APS/Physics develop successful longterm careers. This website is designed to offer resources and advice that will help you succeed in your career after graduating CU Boulder. Navigate with the following main sections:

Events for Academic Year 2023-2024

- 9 October, Grad school: recording, slides
- 30 October, Getting involved in Physics research: recording
- 13 November, Careers in Heliophysics: recording, slides
- 5 December, Undergraduate Research Opportunities Symposium recording, slides
- 7 February, Careers in Telescopes, Optics and Observatories: recording, slides
- 28 February: Careers in Education and Outreach slides, recording
- 13 March: Careers in Industry, Aerospace slides, recording
- 3 April: Careers in Startups slides, recording



Career Tip #1: Join a Professional Society at Student Rates

The APS Department encourages students to join professional societies in disciplines where they're considering careers. These societies have very affordable student dues, and all offer excellent student services, early-career support and job boards. Please check out

- The American Astronomical Society (<u>AAS</u>, \$41):
 <u>https://fs16.formsite.com/G8gzm2/6v2fw7zwb8/index.html</u>
 . The AAS also has the Division for Planetary Sciences, Solar Physics Division and more, with their own student memberships.
- The American Geophysical Union (<u>AGU</u>, \$29): https://www.agu.org/membership
- And the best deal may be the Society of Physics Students (<u>AIP/SPS</u>, \$24)
 https://www.spsnational.org/about/membership/free-ms-membership which gives additional free memberships in the AAS and others!

One outstanding benefit at the AAS is heavily subsidized career coaching, just \$30 for 30 minutes for members. After you join, you can sign up at https://fs16.formsite.com/G8gzm2/anpifk0vv1/index.html - strong past student recommendation.

Students about to graduate should join now, as it's harder and more expensive when you're not enrolled.

Nick Schneider, nick.schneider@lasp.colorado.edu ASTR/PHYS Professional Development

Career Tip #2: Create a LinkedIn Profile

LinkedIn is a networking service that allows you to create your "online presence" at no charge

- 75% of ASTR alums use LinkedIn, though recent grads lag the trend
- You can create an online resume and list of skills.
 - A good profile includes an image of you active in your work, or something you've created, whether physical or graphical
- You can build up a network of contacts
- You can add your link to emails
- Employers seeking certain skills can find you some alums have gotten jobs this way. Something visual helps!

Nick Schneider, nick.schneider@lasp.colorado.edu ASTR/PHYS Professional Development START HERE.

ROAM ANYWHERE.

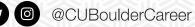
Job Search Strategies

Evan Ferg

4/17

Physics/ ASTR Dept.









Introductions

- What are some of your main concerns?
 - Career/Industry Interests (if you don't know that's ok!)
 - Main question you would like answered today

Things to think about

What are you looking for?

How can you make it happen?

How can Career Services help?

GAINING PROFESSIONAL EXPERIENCE



You do not need all of these experiences and you do not even need to hit each step to find professional success. However, the more you do, you will have:

More refined skills | More connections | Better chances of finding a job post-graduation





Your next step status

On a scale from 1-10, where are you in identifying and confirming your next step in your job and Internship search?

What do you want?







INDUSTRIES



COMPANIES



LOCATION

What do you want?



CULTURE



MANAGER



VALUES



EXPECTATIONS

Think back to a time when you were in a job that wasn't a good fit for you.

Company Culture

- An organization's shared beliefs and values
- Often established by leaders and then communicated and reinforced through various methods
- Impacts everything from interactions with colleagues and customers to advancement, career satisfaction, and mental health.

CONGRUENCE

VS

LACK OF CONGRUENCE

Improved Performance



Burnout

Satisfaction



Dissatisfaction

Productivity



Stagnancy

Mental Health



Emotional Exhaustion

Career Success



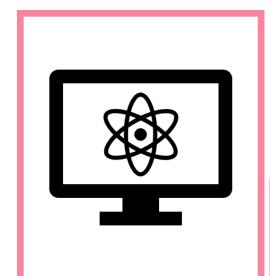
Imposter Syndrome

Organizational Commitment



Difficulty Establishing Network

Why it Matters







How do we learn about company culture?

Conducting Scans:

- Environmental Scans
- Cyber-scans
- Conversational Scans



What do Employers Want?

*National Association of Colleges and Employers, 2019

Attribute	Percentage of Respondents
Communication Skills (Written)	82%
Problem Solving Skills	80%
Ability to Work in a Team	78.7%
Initiative	74.2%
Analytical/Quantitative Skills	71.9%
Strong Work Ethic	70.8%
Communication Skills (Verbal)	67.4%
Leadership	67.4%
Detail Oriented	59.6%
Technical Skills	59.6%
Flexibility/Adaptability	58.4%
Computer Skills	55.1%
Interpersonal Skills (Relates well to others)	52.8%

Top 10 Foundational Skills

Integrity and Responsibility

Commonly known as professionalism. Personal accountability includes repairing harm and cultivating work habits that demonstrate concern and investment in the larger community.

Technology

Utilizing technology solves problems, completes tasks and accomplishes goals. Gaining familiarity with and building competencies in scientific and industrial processes, tools and methods.

Utilizing Data

Communicating information in visual formats, coupled with useful insights and analysis, allows for data-informed decisions. Gathering, managing and/or examining relevant data sets for patterns, correlations and trends.

Career and Self Development

Pursuing training, certificates or roles that align with your career aspirations creates opportunities for advancement and to strengthen the contributions you make to your team or community. Embracing challenges, persisting through obstacles and learning from criticism.

Communication

Straightforward communication transfers information, resolves conflict, repairs harm and builds connections. Having the ability to convey thoughts and ideas clearly and concisely in written, oral and visual formats.

Equity and Inclusion

Preventing harm and exclusion, and working to obtain the resources necessary so that everyone can participate fully. Respectfully demonstrating openness, sensitivity and the ability to include all people into a process, especially those who are disadvantaged, have suffered discrimination or are living with disabilities.

Critical Thinking and Problem Solving

A multi-sourced, evidence-based approach leads to clearer decision making when addressing problems and overcoming challenges. Analyzing information using disciplined thinking that is clear, rational, open-minded and informed by evidence.

Teamwork

Cooperative and coordinated effort helps groups easily achieve their goals. Developing authentic and mutually beneficial relationships with team members that includes, respects and honors diverse perspectives and working styles.

Leadership

Using self-motivation to direct a project or team to achieve a particular outcome or goal. Meeting the needs of the group through emotional bonds and harmony. Developing skills and knowledge in individuals and teams and building consensus through participation.

Creativity and Innovation

Creativity and innovation lead to tangible outcomes such as content, products and processes. Conceiving of and developing ideas that solve problems in unique ways or that improve existing conditions by making them safer, faster or more efficient.

What Do Employers Want?



colorado.edu/career

What counts as experience?



Engage with Career Services for Support with...

Navigating the career development process

Exploring future options

Strategizing post-graduation plans

Connecting to internship & job opportunities

Coaching on professional skills and individual strengths

Various Roles & Support

Career Development Team

Career Development Advisors

Embedded Advisors with each College

Population Advisors for Graduate Students and Alum

Student Staff

Outreach Development Coaches

Peer Career Advisors

Employer Team

Employer Relations

Events Team

On Campus Recruiting

Events we host

Weekly programs: Career development workshops, how to build a resume, interviewing, ect.

Workshops: Professional development and skills-based learning. Various industry focused opportunities

Industry Events: Industry focused events, Buffs Interview Buffs, Buff Talks, Buffs Hire Buffs (April 4th)

Career Fairs: focuses on bringing employers to campus, in front of our students. Both in person/virtual (April 3rd)
Handshake for employer & industry events

Connect with Career Services



Technology Tools



Workshops Tailored to Your Needs



Outreach Presentations



Virtual Office Hours



Individual Advising Sessions

Handshake

Over 15,000 active positions

The more you use it, Handshake will work for you!



Find internships, jobs, campus events and more!

Handshake for Students

Handshake for Alumni

Handshake for Employers

Strategies to find a job or internship



Attend Events



Talk to People



Pay Attention to Trends



Look Online



Join Professional Associations

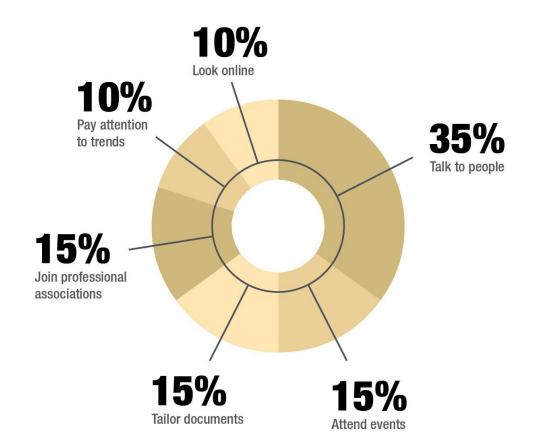


The Hidden Job Market

At least 70 percent, if not 80 percent, of jobs are not published

Source: NPR

Allocating Your Time



Look Online



Handshake



Targeted websites



General job boards



LinkedIn



Company websites

Online Job Search

How effective is it?

Around 30% of open roles posted online

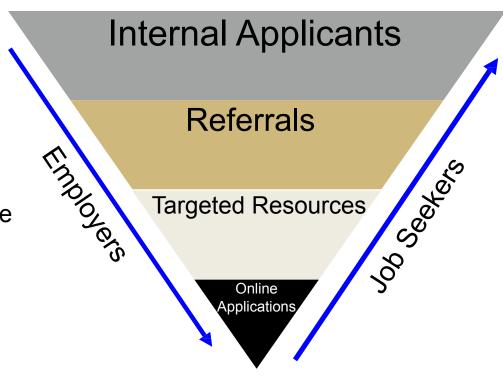


Image adapted from Richard Bolles "What Color is Your Parachute" (2014)

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Companies of Interest

Values

Work – Life Balance

Learning Opportunities/Growth

DEI focus

Environment

Talk to people

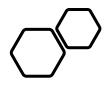




Networking



LinkedIn



Informational Interviews



Education and employment background



General advice



Work environment



Trends you should be aware of



Things they wish they knew when they started



Introduction to other professionals

Elevator Speech: aka how do I start a conversatio n with an employer?

- This can be the best way to introduce yourself while networking. Each situation can look different, but it is best to shed some light on who you are, what you hope to do
- Past, Present, Future
- From here, have conversations that talk about your skills, experiences and ambitions

Elevator Speech

- This can be the best way to introduce yourself while networking. Each situation can look different, but it is best to shed some light on who you are, what you hope to do
- Past, Present, Future
- Partner up, 2 minutes each, 4x

Talking about our strengths

- Use examples/specific stories
- Take 5 minutes to work by yourselves
- Identify 1-2 strengths and a situation where you used them
- We will practice these in a moment
- Incorporate the Why behind EBIO

Knowing your strengths: how do we talk about them?

EXECUTING	INFLUENCING	RELATIONSHIP BUILDING	STRATEGIC THINKING
People with dominant Executing themes know how to make things happen.	People with dominant Influencing themes know how to take charge, speak up, and make sure the team is heard.	People with dominant Relationship Building themes have the ability to build strong relationships that can hold a team together and make the team greater than the sum of its parts.	People with dominant Strategic Thinking themes help teams consider what could be. They absorb and analyze information that can inform better decisions.
Achiever Arranger Belief Consistency Deliberative Discipline Focus Responsibility Restorative	Activator Command Communication Competition Maximizer Self-Assurance Significance Woo	Adaptability Connectedness Developer Empathy Harmony Includer Individualization Positivity Relator	Analytical Context Futuristic Ideation Input Intellection Learner Strategic

Other Strengths: Communication, Listening, Critical Thinking, Problem Solving, Creativity, Teamwork, Equity and Inclusion, Working with Data/Numbers, Responsibility/Dependable, Leadership, Social Skills, Resilience, Ability to Learn/Improve, Working Outside, Adaptability (work environments, tasks, ect.)

Talking about our strengths

- Talk about one of your strengths through a specific example
- Groups of 3
 - Talker, Listener, Feedback
 - 2-3 minutes of talking, feedback for 2 minutes, then rotate
 - Feedback form (1 answer for each)
 - What did you enjoy hearing about the strength/story?
 - · What did you want to hear more about?
 - · Any area of improvement?

Tips for Networking



Find ways to support people in your existing network



Don't always look for end goals in meeting people



Embrace random chance opportunities and plan informational interviews



When in conversation, focus on asking open ended questions



Think of conversation starters ahead of time



Find points of common interest



Clean up your social media

Purpose of a Resume



Personal branding document



Quickly convey your skills, knowledge and experience



Demonstrate how the experiences you've had are **transferable** to future work



Land you an interview

Header

- Name
- Contact Information
- LinkedIn

Education

- College
- Study Abroad
- GPA
- Honors & Awards: Scholarships
 Dean's List

Class Projects

- Engineering
- Research Projects
- Papers

Experience

- Relevant Experience
- Leadership
- Volunteer
- Additional

Skills

- Computer
- Language
- Technical

Typical Resume Sections & Subheadings

Al Resume Builder by Quinncia

Want instant feedback on your resume? Quinncia is an online resume AI tool that leverages data science, machine learning and natural language processing to provide personalized feedback on your resume based on criteria gathered from employers and global best practices.



How to use Quinncia

- 1. Visit quinncia.io/access and enter your *firstname.lastname@colorado.edu* email address to get started. You will be re-directed to a new page to enter your CU Boulder IdentiKey and password.
- 2. Create your account and activate your license.
- 3. Upload a PDF of your resume.
- 4. Get your resume score and feedback within seconds.
- 5. Review the in-depth recommendations on how to enhance your resume to improve your score.

Using your nights and weekends to work on your resume? No problem! Quinncia is available 24/7 so you can get real-time feedback.

Check out these additional tips.

Get started!

What's your approach?

What other strategies would you include?

Identify at least 1 new idea to try out for your search

Express Appointments Office Hours

No appointment needed

Express Appointments: On Buff Portal Advising – M-F – Can be seen day of or next day

A service for CU Boulder undergraduate students to check in and consult with a peer career advisor about their career planning. Seen within 15 minutes, first come first serve







Career Services





Doors open C4C S440 | Monday- Thursday, 8:30am-5:00pm

303-492-6541, Monday-Friday: 8:30am-4:30pm



Live Chat | Colorado.edu/Career Monday-Friday: 8:30am-4:30pm