

# Careers Support for Research Students

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# Overview

- The role of the Careers and Employer Liaison Centre
- Self Assessment
- Employers' expectations
- Matching Employer's expectations in applications
- Where are the jobs?
- Opportunities
- Questions

# Careers Support

## South Australian Careers Services

Flinders University - Careers and Employer Liaison Centre  
[www.flinders.edu.au/careers](http://www.flinders.edu.au/careers)

Adelaide University - Careers Service  
<http://www.adelaide.edu.au/student/careers/>

UniSA - Careers Service  
<http://www.unisa.edu.au/careers/students/default.asp>

Carnegie Mellon Heinz College - Careers Services  
<http://www.heinz.cmu.edu/australia/students/career-services/index.aspx>



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# Our role

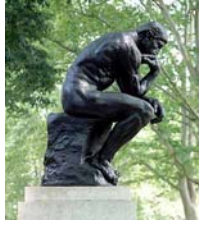
To offer **career services** and **programs** for students, graduate job seekers and **postgraduate** students. These aim to **develop workplace skills** and awareness of our students and graduates.

Raising awareness of **career opportunities**, potential **employers** and the **skills needed to succeed** as a Graduate in the modern workplace, as well as facilitating students' entry into **employment**.

# Self Assessment



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# Self Assessment

Understand:

1. Yourself (values, skills, the highlights from your Postgraduate studies, Work Experience, Placements, Casual Work, Extracurricular activities etc)
2. Where do you want to go? (Career Goals and areas of occupational interest)
3. How can you actually get there? (Career strategies and Study/Job search plan)
4. How will you communicate this in applications and at interview?

# Understand Yourself - Self Assessment

Developing greater self and career awareness will help you to make well-informed decisions and to communicate clearly with employers.

“Tell us about your self and why you applied for this position?”

“What skills, qualities and experiences would you bring to this position?”

# Employers' expectations...

Research shows that employers of postgraduates look for a number of general skills and attributes:

- **academic achievement in a relevant discipline**
- **literacy, numeracy and computer skills**
- **time management and problem-solving skills**
- **oral and written communication skills**
- **interpersonal skills and teamwork skills**
- **understanding of business / organisational processes.**

As well as specialist, research, and sector - specific skills

# Research Employers as part of your marketing strategy

Research the Employer:

- Brochures/web site
- Talk informally with anyone you know in the organisation
- Career fairs
- Visit the workplace and meet with people in the organisation

# Research *Each* Employer

## AIHW - Preparing to write your application

Before you start writing your application, we suggest you:

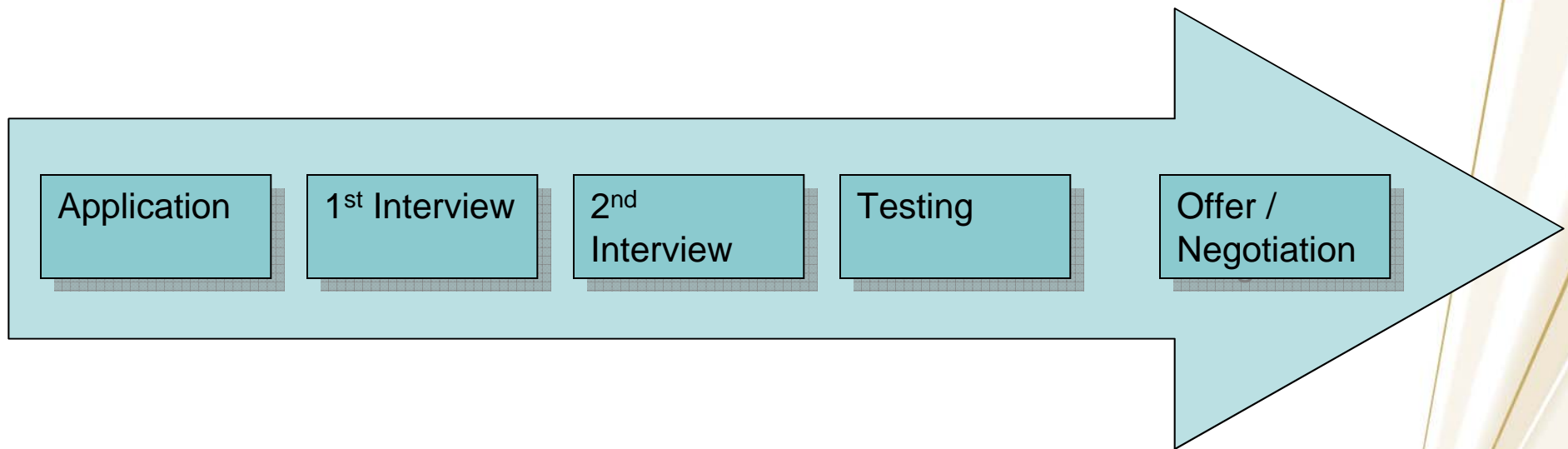
- Read the [graduate position profile](#).
- Look at the [testimonials of past graduate recruits](#).
- Browse the website, paying particular attention to
- ["About us"](#) for an overview of the AIHW,
- the [AIHW annual report](#),
- the [AIHW strategic plan 2007 - 2010](#), and
- our flagship publications, [Australia's health 2008](#) and [Australia's welfare 2007](#), for an indication of the type of work undertaken at the Institute.
- Talk to the contact officers if you have specific queries about the work undertaken in particular units.

# Employers Look For...

You can demonstrate that you have these skills through a combination of:

- Postgraduate studies
- Extracurricular activities
- Placements, Work Experience, Casual Work, Volunteering etc

# Communicate with employers via your Applications & Interviews



# Where are the Jobs!

## Job Search



# Where are the Jobs?

- Careers Centre email lists
- Graduate Opportunities
- Web Sites: eg - Higher Education Websites, SEEK, Career One, My Career, plus specialised sites such as: HAC jobs, Unijobs etc
- Newspapers
- Recruitment Agencies
- Employer Web sites - job vacancies pages (e.g. Universities)
- Apply directly (cold canvassing)
- and Network, Network, Network...

# Postdoctoral Opportunities

- Offices of Research at Universities
- Government Departments/Agencies
- Research & Development Corporations
- Professional Associations
- Not for profit Organisations

# Postdoctoral Opportunities

## Applications

- Postdoctoral opportunities are extremely competitive, so you need to 'sell yourself' in your application.
- Plan well in advance and adhere strictly to Guidelines.
- In terms of your track record you need to demonstrate your capacity and research ability to undertake the proposed project.
- Academic Track Record (academic record, publications, presentations, awards, prizes, etc.) relative to opportunity
- Project (significance, feasibility, outcomes)
- Referee Reports

# Postdoctoral Opportunities

## Applications

- It is extremely important to demonstrate the significance and innovation of your Project.
- Methodology must be clearly outlined with sufficient details to assure reviewers of its feasibility.
- Obtain critical feedback from colleagues where possible.

Thank you!

Questions??



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