Graduate seminar (ENT812), 1 credit, SPRING 2013, 1hr/week

**Title:** Preparing for the job market in science

Seminar for graduate students in natural sciences, geared towards upper-level graduate students who are finishing their degrees and will soon enter the job market.

**Description:** Highly competitive job interviews can be challenging, and first-time interviewees usually have little prior knowledge about the process. This seminar is intended as an icebreaker, a place where students who are preparing to enter the job market can learn about the application and interview process. We will first discuss how interviews for jobs at academic institutions, government, and industry differ. Students will learn what a job application entails, and how to put a competitive job application package together. They will experience a job interview, by preparing a presentation for their chosen job-ad and presenting it as an interview seminar. Each presentation will be followed by a critique and group discussion. We will also practice the closed-door part (QA) of the job-interview process. Students will be able to meet and talk to people from different job backgrounds, to find out what career choices would suit them the best. Students in this course are expected to have a willingness/necessity to apply for jobs in the near future, and participate actively in class work.

**Questions that will be addressed:**

- What are the options for biologists in the job market?
- What can you do in graduate school to increase the chances of getting a job interview?
- How to write and what to include in a CV?
- What’s before the interview: Cover Letter, Statement of interest, Teaching statement.
- Preparing for different types of interviews: academic, government, and industry.
- How to stand out in an interview.
- Practice interview presentations: teaching, research, extension.
- Practice closed-door QA session.

**CONTACT:** Zsofia Szendrei, 517-974-8610, szendrei@msu.edu