Career planning and self-assessment

Get ready for translational careers

18.10.2013

Career Counselor  Eric Carver
Today

1. Course info
2. Career Services
3. Career orientation
4. Self Assessment
Get ready for translational careers (2013)

18.10. (9-12am) Self assessment skills
- career orientation
- self-assessment (skills, values, areas of interest)
- academic knowledge and expertise

1.11. (9-12am) Job hunting skills
- applying the self-assessment into the CV
- CV-feedback and application documents
- preparing for an interview and interview process

15.11. (12-4pm) Career opportunities seminar
- Presentations of career opportunities within and outside academia
- Panel discussion

22.11. (2-4pm) Summary and evaluation
Our services for you

Available vacancies

- RekryForum – a job database for students and graduates of the University of Helsinki
- Aarresaari.net - a network of Academic Career Services representing 19 Finnish Universities

Workshops and events

- Job hunt info, CV-clinics…
- Specialized PhD. workshops

Guidance and material

- Help for writing CV’s and applications (also by e-mail)
- Career guidance
- Career and labor market information
- Career courses, *like today*
Contact information

University main building (Fabianinkatu 33) ground floor

P.O. Box 3, 00014
University of Helsinki

Phone +358-(0)9-191 22125
E-mail: urapalvelut@helsinki.fi

http://www.helsinki.fi/urapalvelut/english/index.htm
1) What is career planning?
1. **Realistic**: physically strong, practical, machines, tools, sports, plants, animals…
2. **Investigative**: analytical, task-oriented
3. **Artistic**: Imaginative, independent, creative, emotional, beauty, music, arts
4. **Social**: generous, understanding, responsible, counsel, instruct, educate
5. **Enterprising**: Extraverted, persuasive, selling, convincing, running meetings
6. **Conventional**: controlled, structured tasks, regular hours, order
The aim of this course:

Develop career skills

- **SELF-ASSESSMENT**
  Skills and knowledge, areas of interests, goals, values, personality

- **OPPORTUNITY AWARENESS**
  Career life expectations and requirements, trends, employment and employability

- **DECISION MAKING AND ACTION PLANNING**

- **JOB HUNTING SKILLS**
  Interview skills and documents

**Sessions:**
- Today & 22.11. Course Summary and Evaluation
- 15.11. Career Seminar Group projects
- 1.11. Job hunting skills Group project
- Today Group project

(formed from FSU Career Services –material)
1. Introducing the Transmed program to employers
(presentation at the Career Seminar, deadline 14.11.)
- Why was the program set up originally? What scientific purposes and aspirations does it serve? What are its overall goals?
- What kind of competences and skills does the program focus on? What is the core curriculum like? How much do the students have room for personal choices & specialization?
- Other themes you want to share with potential employers?

2. Introducing Transmed students to the employers
(presentation at the Career Seminar, deadline 14.11.)
- Conduct a small survey on the course participants/program students.
- Where do the students come from? What is their background education?
- What future career goals do the students?
- What do the students want from work? What would their dream job look like?
- Other themes you want to share with potential employers?

Group projects (2-3 students)
3. Science and entrepreneurship (a written report to Moodle & presentation at the summary session, **deadline 22.11**)
Option 1: How does scientific research and innovation transfer into a business?
How to establish an intellectual property rights (IPR) based company. What do you need to know and do (and who do you need to meet)? Set up a visit and interview session with a representative of the Helsinki Innovation Service (Jari Strandman (jari.strandman@helsinki.fi, puh. 040-700 6968).)
Option 2: Entrepreneurship as a career option. How to convert your skills into a business plan? How to set up business in Finland? Where to get advice and support if you want to know more? Set up a meeting with the representatives of Helsinki Think Company host team. 
http://blogs.helsinki.fi/helsinkithinkcompany/support/

4. Transmed Careers (do individually or with a pair, write an interview report to Moodle **deadline 22.11.**)
Contact someone who has graduated from UH Transmed program or someone that is doing work that is related to your program and you (and your pair) find interesting.
An information interview is an appointment that you schedule with a particular individual for the purpose of gaining information from an "insider" point of view.
Remember, people are generally interested in talking about what they do and how they do it. But, don't waste their time or your time -- be prepared!
Read about the organization of the person you'll be interviewing. Know what kinds of information you want. Prepare questions in advance.
Generally, don't ask something routine that is readily available elsewhere.
The interview should be no more than 60 minutes.
Planned happenstance

Pure, random chance seldom happens.

**Planned**: having arranged the parts  
**Happen**: to occur by chance  
**Stance**: a view or attitude

1. Being exposed to unexpected opportunities with an open mind.
2. Own actions contribute to the unplanned events.
3. Transforming unplanned events into opportunities for learning and incorporate them into career development.
4. Career and career planning is a learning process.

**Core skills**:  
Curiosity,  
Persistance,  
Flexibility,  
Optimism,  
Risk taking

Different Career Planning Types

O’Regan’s types

- **Learners** – focused in their studies. Enjoy the university life. Do not think about career issues, as career is something that "comes later".
- **Introspectives** – difficult transition to the university life. No clear future goals. Stressed about questions related to their future.
- **Hesitators** – inclined to procrastinate and delay making decisions and taking action. Have career goals but are too busy enjoying the university life to further their career aspirations.
- **Instrumentalists** – smooth transition to university. Very focused on their future career. Use all available the opportunities to realize their career aspirations.

O’Regan 2009. 2nd year students.

**Study tunnel**

"Studyin...well..., I choose little this and little that, but after that...?"

"’Me too”

"I want the same than my friends...”

**Visionary**

"I know what I want to achieve with my studies.”

**Family tradition**

"In our family we tend to study at the faculty of...”

OWN DREAMS VS. TRADITION

**Drifter**

"Today, I felt this way. Tomorrow is a new day...what ever will be will be"
University education – what do you learn?

Discuss in a group of 3-4 people

What competencies and skills have your studies developed?
Expertise

Theoretical framework
Analytical skills
Reference/research skills
The appliance of science
General knowledge
tolerance
interculturalism

Social skills
Communication skills

Technical skills
Computer skills
Other technical skills

Business awareness

Intercultural awareness

Generic skills
Creativity
Problem solving
Independent work
Project management
Leadership

Adapted from: Eric Carver: Humanisti valmis työelämään – oppiaineiden ja työnantajien näkökulmia työelämävalmiuksien kehittämiseen humanistisessa reaalainekoulutuksessa
Arja Haapakorpi: Nörtti, pomo ja yleismiesjantunen – akateemisten urat ja toimenkuvat
Graduate employability

Employability
a set of abilities, knowledge and skills that enable us to find work, stay at work and develop our careers

Efficacy beliefs
Awareness and understanding of one’s self and one’s abilities

Personal characteristics
Personality, activity, networks, experiences before and outside the university

Outward factors
Labour market, geographical factors, support available, coincidence

Metacognition
The ability to reflect on and regulate one’s own learning and behaviour

Understanding
Appropriate subject knowledge, apprehension and applicability

Skills
Subject-specific and generic abilities

T-model expertise
(participation, belonging)

Degree
Field, study time, generalist vs. profession-oriented

Personal characteristics
Personality, activity, networks, experiences before and outside the university

Tuominen Visa (2013): Maistereiden työllisyys, THE USEM account of employability
Mantz Yorke & Peter T. Knight: Embedding employability into the curriculum. The Higher Education Academy, April 2006
“I have project management experience. I received positive feedback from an event I organized last year…”

STARR:

S Situation
T Task
A Action
R Result
R Relate
Classic Self-Reflection Problems

**Arbitrary inference**
Conclusions based on limited or selected evidence.

**Overgeneralization**
Important decisions based on just one experience.

**Absolutistic thinking**
Experiences are seen through the prism of extremes. (never-always, perfect-worthless)

**Magnification & minimazation**
Negative experiences are magnified and the positive minimized.

**Overpersonalization**
Making all experiences overtly personal. Other people and circumstances are ignored.

---

The Crystal Ball Myth
Believing that successful people always know what they are doing.

→ Negative self-image reinforced
What I want from work (choose 5)
Rank your wishes (1.-5.)

I can support other people.
I can make difference to the society.
I can use my artistic skills.
I can be an expert.
I can work with other people.
I can work independently.
I get paid well.
I can fulfill my dreams.
Good working environment is important.
My work is exciting.

I feel appreciated at work and I can be successful.
Democracy and equity at work are important.
International aspect is important.
My job is permanent.
It is important that at the work the environmental issues are considered.
Whole pattern of life is in balance.
I can produce new knowledge.
I can be creative.
Other?
Schein’s Career Anchors (Edgar H. Schein)

1. Security/Stability – risk avoidance and “lifers” of their job
2. Autonomy/Independence – avoid standards and prefer to work alone
3. Entrepreneurial Creativity – run their own business, “wealth” for them is a sign of success
4. Technical/Functional Competence – guru/expert, like challenge and does the job properly
5. General Managerial Competence – problem solving, people management, responsibility and emotional competence
6. Service/Dedication to a cause – using own talent in helping others
7. Pure Challenge – constant stimulation and problem solving
8. Lifestyle – focus on whole pattern of living
Home work for next session

Start working on your group project!

Bring the latest version of your CV to our next session.

If you do not have a CV, make a draft version.