

YEAR 1 (yes, you can start this early)

Expand Your Skills & Experiences

- Obtain teaching assistantships
- Join campus clubs and organizations, eventually taking on a *leadership* role
- Serve on departmental or campus committees
- Pick up volunteer work, internships, part-time work or summer employment
- Take a grant and fellowship writing class
- Read *The Chronicle of Higher Education* and *Science/AAAS's Career Magazine* for scientists and engineers online

Create & Develop Your CV or Résumé

- Review samples for content and format
- Look for areas to gain experience and results—and update quarterly
- Attend a CV or resume writing workshop and become familiar with the quarterly PhD (and Master's) student focused workshops and events offered by the [Career Services Center](#)

Attend Workshops & Panel Discussions

- Attend faculty and industry career panels, research seminars, and talks within the graduate community in and around UCSD
- Sign-up for teaching workshops (check-in at the Center for Teaching Development (CTD))

Broaden Your Network

- Join UCSD's "Tritons Helping Tritons," your alumni group, and other local and national professional groups on [LinkedIn.com](#)
- Read articles in your field and contact authors of interest by email
- Join a professional association in your discipline, on campus, or in the community, and attend career and professional development presentations and events
- Keep in touch with undergraduate contacts
- Find a mentor in addition to your P.I. or advisor

Create a timeline for completion of your degree

- Review with your advisor and update annually

YEAR 2-3

Practice Talking About Your Research

- Present at conferences and symposiums
- Practice with your cohort or within your department
- Register for the many *On-camera interview practice workshops for PhDs* at the [Career Services Center](#)
- Talk to friends and relatives outside academia about your research and interests

Apply for Grants and Fellowships

- Speak to your advisor, peers, your graduate student advisor, and OGS's Fellowship Advisor
- Visit the Office of Graduate Studies and the Center for Teaching Development (CTD)
- Search the Career Services Center's website and periodicals

Pay Attention to What You Like Doing!

- Are you energized by the classroom or the bench?
- Do you enjoy research in the library and archives?
- If you enjoy conducting research and writing, then focus on gaining further research and publication experience to pursue an academic research position
- If you enjoy the classroom and mentoring students, then consider teaching as a *career* path
- Seek experience overseeing undergraduate research

Continue Building Your Network

- Join an academic or professional society
- Present a paper at your discipline's major conferences, research relevant presenters, and network with attendees and presenters
- Keep in touch with developed contacts
- Conduct "informational interviews" with faculty, alumni, and industry professionals
- If industry interests you, build and *nurture* industry contacts and collaborations
- Attend the annual spring **UCSD PhD Career Conference** – *for life after graduate school!*

Make an appointment with an advisor dedicated to graduate students, call 858.534.3750
Annual UCSD PhD Career Conference
<http://phdcareers.ucsd.edu>

YEAR 4+

Expand Your Knowledge

- Utilize career development resources offered by your [Career Services Center](#), your department, professional organizations, and scholarly societies
- Position yourself professionally regarding your research
- Read the *Chronicle of Higher Education* and search for job listings, informational articles, and first-person accounts of graduate school experiences and *Going on the Market*
- Research job listings listed by your disciplinary associations

Network (*meet good people and ask good questions*)

- If interested in industry jobs then attend campus career fairs, employer info. sessions, and industry panels
- Join professional and scholarly associations, contact recruiters and alumni working in your area of interest, and conduct "informational interviews"

Conduct Your Job Search

- Review credible job search sites in your areas of interest
- Note the qualifications, skills, and experience needed and refine your CV or résumé
- Draft application materials: cover letter, statement of teaching philosophy, statement of research interests, and have them critiqued by your peers and by the **grad advisor at the [Career Services Center](#)**
- Learn as much as possible about the academic and non-academic interview process
- Prepare for the Academic "Job Talk" and take advantage of quarterly on-camera mock interview workshops at the [Career Services Center](#)
- Prepare your teaching portfolio and gather all your teaching evaluations
- Research employers and academic institutions prior to applying and talking to them at campus job fairs and information sessions
- Visit the [Career Services Center](#) to register for career-development workshops on topics including, the job search, written credentials, interviewing and negotiation—whether pursuing a career in academia or beyond.