

## Planning and applying for a career outside academia

### Content

This workshop is designed to help doctoral and postdoctoral students of all disciplines successfully enter a career outside of academia. The workshop focuses on the application process from job advertisement to possible contract. In addition, career-relevant resources and competencies will be identified and discussed. Exercises are conducted and materials are created to prepare participants concretely for the upcoming application process.

### Learning objectives

- Design of promotional application materials
- The ability to present identified resources and competencies clearly (self-marketing)
- Being able to behave appropriately in selection interviews and assessment centers
- To gain clarity about personal career-related resources and competencies

### Individual feedback

All max. 12 participants are asked to send materials (English or German) to the trainer until 20 days before the first appointment (e.g., CV, more detailed information will be sent about 30 days before the workshop). On the basis of the first appointment, parts of an application portfolio will be created or optimized. Individual feedback on the materials will be provided. The course also offers the opportunity to ask individual questions (career coaching).

Time and place May 6 & 13, 2022 10 a.m.-6 p.m., Univ. Main Building, Hochschulstr. 4, r. 208

Trainer [Prof. Dr. Daniel Spurk](#), Institute of Psychology, University of Bern.

Daniel Spurk is associate professor in industrial and organizational psychology at the University of Bern. His research focuses on professional career development, especially in the prediction of successful careers. With Springer-Verlag he has edited the "Handbook of Careers and Career Management", and he is Associate Editor at the Journal of Vocational Behavior, the leading journal on career-related issues. He has several years of experience conducting training and workshops on career planning and has worked as a management consultant in the private sector.

ECTS 1 recommended, 16h classroom plus ca. 8h preparation