

PROFESSIONAL SERVICES



ONE-ON-ONE CONSULTING

NEW SERVICE – PROFESSIONAL DEVELOPMENT ADVISING

Discuss strategies for identifying and applying your strengths, skills, and competencies in both academic and professional settings. Design action plans to enhance your professional toolkit. Appointments are available Thursdays from 1 to 3PM.

CAREER ADVISING DROP-INS

Discuss job search strategies, preparing for interviews, and CV or resume review. Meetings are on a first-come, first-serve basis on Tuesdays from 10AM to 12PM. No appointment required.

COMMUNICATIONS CONSULTANTS

Get personal assistance with strategies to help you deliver more impactful talks about your research, prepare for interviews, or reduce anxiety when speaking. Appointments are 30 minutes and are available daily.

FELLOWSHIP APPLICATION ADVISING

Make an appointment with Dr. Sandra Loughlin to discuss your fellowship application questions and receive feedback.

CAREER WORKSHOPS

In partnership with Neda Moayed, Graduate Career Counselor at the Division of Career Pathways, the GRC provides additional career resources from one-on-one advising to specialized workshops.

JOB SEARCH STRATEGIES | WEDNESDAY, JANUARY 17, FROM 1:30 – 2:30PM

Learn to research and understand the job market. Discover how to narrow your search, locate jobs, and market yourself to business and industry.

TRANSFORMING YOUR CV TO RESUMÉ | MONDAY, JANUARY 22, FROM 1 – 2PM

Communicate the skills you develop in graduate school into a broader job search market. Discover how to match your background with the employer's need with a targeted resume and cover letter.

INTERVIEW TECHNIQUES AND PRACTICE | THURSDAY, FEBRUARY 1, FROM 2 – 3:30PM

The key to interview success is preparation and practice. It's not necessarily the most qualified who gets the job, but the person who knows how to make a great impression. Discover the techniques to rise above the competition and lower interview anxiety by preparing well with some practice!

ENHANCING YOUR CV AND COVER LETTER | THURSDAY, FEBRUARY 15, FROM 3 – 4:30PM

If you want to make the short list you need a strong CV. We will explore the purpose, format, content and structure of the Curriculum Vitae. Learn how to tailor it to different institution types and how to highlight your best assets.

NETWORKING AND YOUR PROFESSIONAL BRAND | MONDAY, FEBRUARY 26, FROM 1 – 2:30PM

Building a professional brand opens up the professional and networking opportunities necessary to establish a successful career. This session will get you started to ensure success when marketing yourself to future employers, funders and beyond.

REGISTER: grc.uci.edu/services/grc – Click "Book Now"

QUESTIONS? Email grc@uci.edu or call 949-824-3849

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