

Creating Your Individual Development Plan: Finding the Right Career Path for YOU

Creating your Individual Development Plan

Part 1: Finding the Right Career Path for YOU

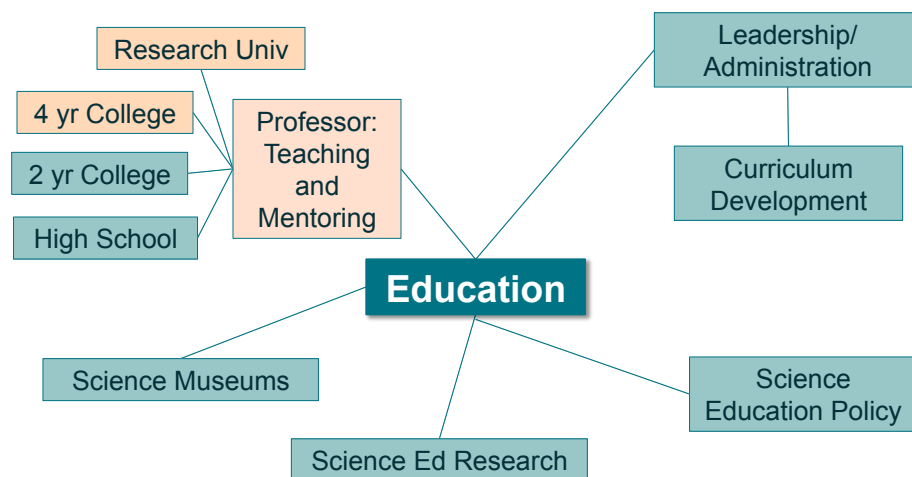
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Assistant Dean, Career & Professional Development
University of Massachusetts Medical School
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Question...

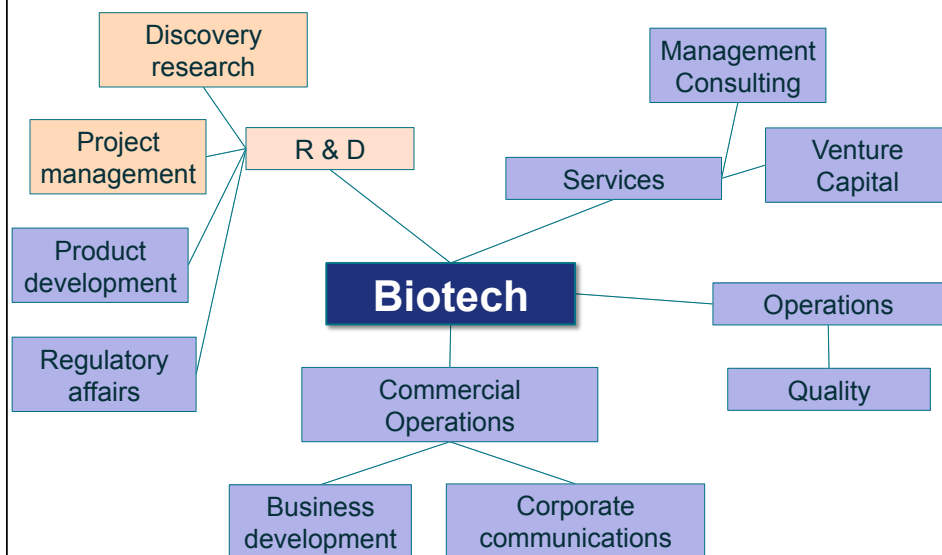
1. What is your current career goal?
2. How confident are you in this choice?
 - a) I am very confident.
 - b) I am fairly confident.
 - c) I am still considering a range of career options.

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You have many career options!



You have many career options!



Toby Friedman

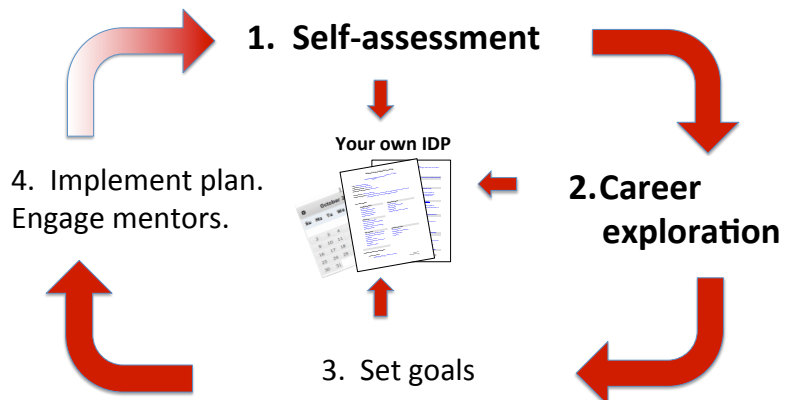
Creating Your Individual Development Plan: Finding the Right Career Path for YOU

**How can you choose the
right career path...
and be more *confident* in your choice?**

*Do **strategic, targeted** career planning!
(and start early!)*



**Be strategic, targeted: Create your own
*Individual Development Plan (IDP)***

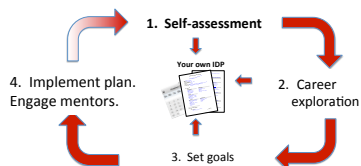


C. Fuhrmann, J. Hobin, B. Lindstaedt, P. Clifford

myIDP.sciencecareers.org

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What will we do today?



How to...

- Link **your** skills, values, interests to career path options
- **Confidently** discuss your career objectives with:
 - Your network
 - Future employers
 - Your mentors (and PI!)

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“The point in life is to be *happy*.

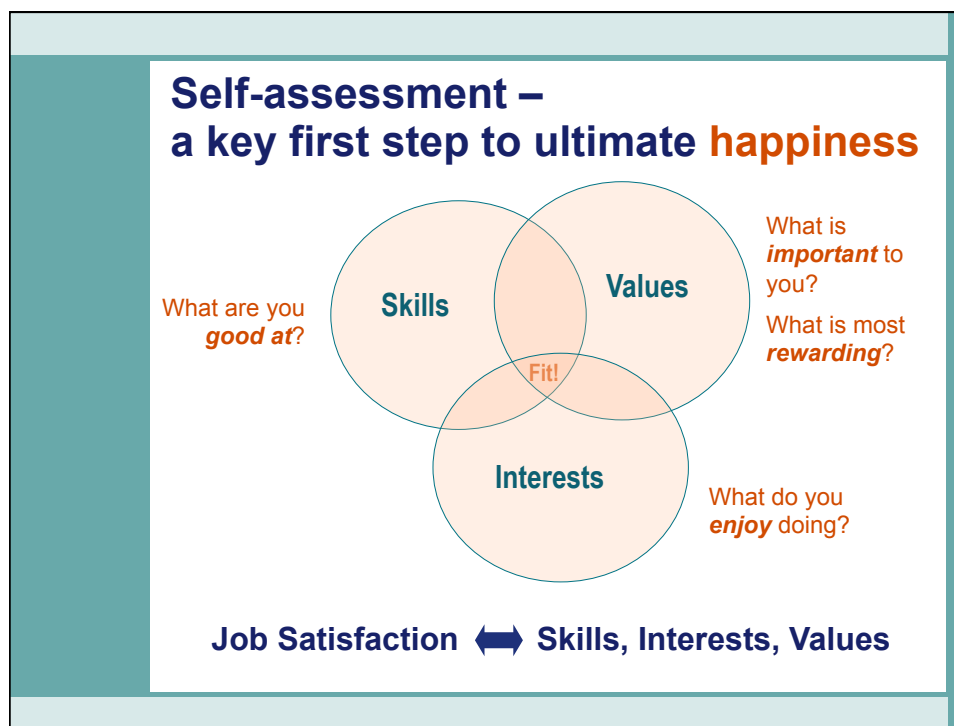
All other goals

**(money, fame, status, responsibilities,
achievement)**

**are merely ways of making you happy, and
worthless in themselves.”**

Peter Fiske, “Put Your Science to Work”

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Self-assessment – be selective

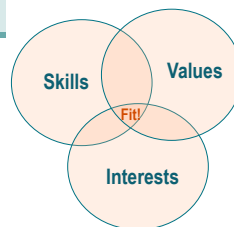
Values Assessment

Below is a summary of your self-assessment for values. This information can be used to help determine if a particular job is a good fit for you. We recommend that you look through the list to confirm that you have ranked each value appropriately. *Remember, this step will be most helpful if you have used the entire range of scores.*

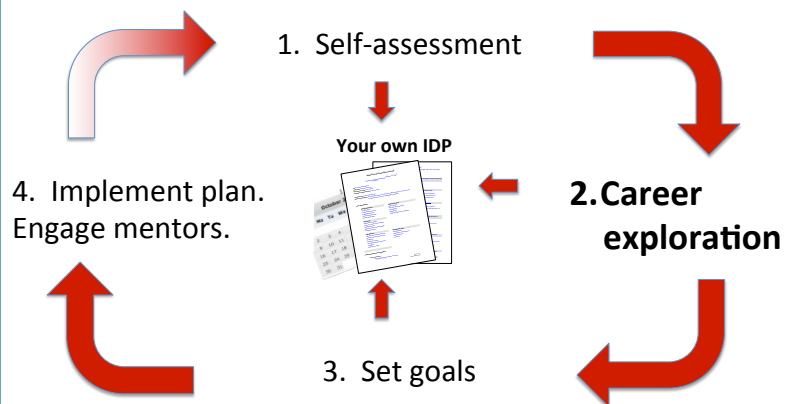
1 <i>Unimportant</i>	2	3	4	5 <i>Essential</i>
<ul style="list-style-type: none"> Risk Taking: have work duties that involve trying new things, despite the chance that negative outcomes could result Physically Challenging: have a job that requires high physical demands Not Physically Challenging: have a job that does not require high physical demands 	<ul style="list-style-type: none"> Competition: engage in activities that test my abilities/achievements against others' abilities/achievements Supervision: be directly responsible for work done by others Work Alone: work on projects by myself, with little contact with others Expert Status: be acknowledged as an expert in a given field Variety: have job duties that change frequently High Demand: develop a desirable knowledge base or skill set to facilitate finding my next job 	<ul style="list-style-type: none"> Help Others: be involved with directly helping individuals or small groups Teamwork: work in collaboration with others as part of a team Congential Atmosphere: work with friendly colleagues Make Decisions: have authority to decide courses of action, policies, etc. Fast Pace: work in a busy atmosphere with frequent deadlines Predictability: have job duties that are similar day-to-day Job Security: be assured of keeping my job and salary Benefits Available: have health, retirement, tuition reimbursements, etc. Recognition: be recognized or appreciated for the quality of my work Job Tranquility: work in a low pressure environment 	<ul style="list-style-type: none"> Help Society: contribute to betterment of world People Contact: have day-to-day contact with clients or colleagues Friendships: develop close personal relationships with people at work Independence: work with little direction from others Work on Frontiers of Knowledge: engage in the pursuit of knowledge or generating new ideas Autonomy: appreciate that variety of things and ideas that I work with Earning Potential: have a salary which allows me to purchase essentials as well as some luxuries of life Flexible Schedule: have some choice over the hours or days that I work Status and Prestige: work in a position or organization which carries respect with my friends, family or colleagues Exercise Competence: take advantage of my strongest talents and skills on a regular basis 	<ul style="list-style-type: none"> Influence People: be in a position to change attitudes or opinions of other people Intellectual Challenge: perform work that is intellectually stimulating Creativity: originate and develop new ideas Location: live in a place which is conducive to my lifestyle Professional Development: have a job with opportunities for growth or promotions Work/Life Balance: balance time spent at work and time spent doing other activities Family Friendly: have a job with policies supportive of families, including day care, flexible work schedules, etc. Learn New Things: be challenged to learn new skills or knowledge on a regular basis

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Self-assessment – link it to past experiences



- **Consider an experience where:**
 - You played a primary role
 - There was a **concrete, successful outcome** (problem solved, project completed, created something new)
 - You **enjoyed** doing it
- **What did you enjoy about it?**
- **What skills, interests, and values were involved?**

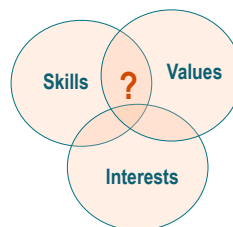


Learn about many career paths... then **narrow your focus.**

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Learn about your career options

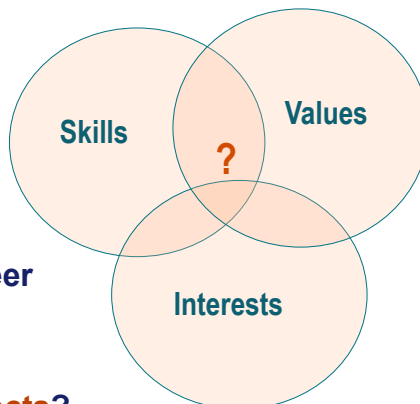
- **READ** about careers
 - Articles online
 - Books
 - Professional societies' webpages (perhaps *join!*)
 - **Attend events**
 - **Talk to people!**
 - Network & do informational interviews
- Learn about many career paths... then **narrow your focus**.



Use your self-assessment to **focus** your career exploration

How does the career
match your skills,
interests, values?

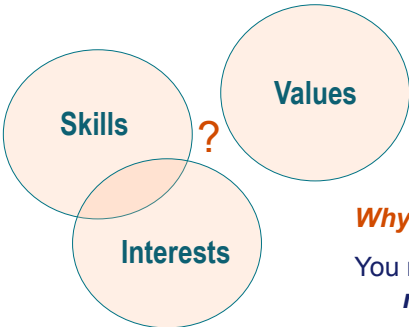
What are **disconnects**?



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Use your self-assessment to *focus* your career exploration

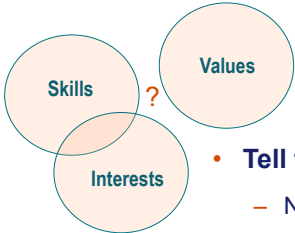
- List potential **disconnects** between your skills / values / interests and your current career choice.



Why do this?
You might *discover misconceptions!*
Remember: **no career is perfect!**

Use your self-assessment to *focus* your career exploration

- List potential **disconnects** between your skills / interests / values and your current career choice.

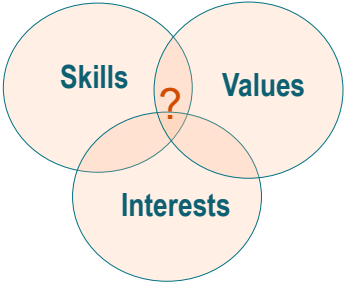


- Circle** the one that is most critical.
- Tell the person next to you... (2 min)**
 - Name the career path you are considering
 - One potential disconnect (value, skill, or interest)
 - PARTNER: Is this true, or a misconception? Examples?
- Switch!**

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Use your self-assessment to *focus* your career exploration

- List how this career path *matches* your skills / interests / values.



Why do this?

These are topics easy to discuss with **scientists in this career path**.

You need to be able to **articulate to mentors** how a career *fits* you.

Learn about your career options

- READ about careers**
 - Articles online
 - Books
 - Professional societies' webpages (perhaps *join!*)
- Attend events**
- Talk to people!**
 - Build a network*
 - Informational interviews*



Learn about many career paths... then **narrow your focus**.

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Learn about your career options

Informational interview

- **What is it?**
 - A discussion with someone, asking specific questions to learn about their career path
- **Why do it?**
 - Learn about **career** (and **employers**!)
 - Get advice on how to prepare (skills? experience?)
 - Build your network!

Learn about your career options

Informational interview

- **How do you set one up?**
 - Email the contact and ask to set a time to talk (30-60 min)
 - Say you're considering "**making a career path change** into [their career field]"
 - Say you're "**only seeking advice and opinions**" on their field/industry; "**not asking for a job**"
 - Let them know you'll be "**brief and structured**"

Bill Lindstaedt

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Learn about your career options

Informational interview

- During the “interview”....
 - Start with **connects** to build rapport
 - Bring a list of questions
 - Use your **disconnects** as a source of questions! (VALUES)
 - samples at myIDP.sciencecareers.org
 - *At end, ask if they can suggest someone else you could meet with*

Learn about your career options

Informational interview

- During the “interview”....
 - Start with **connects** to build rapport
 - Bring a list of questions
 - Use your **disconnects** as a source of questions! (VALUES)
 - samples at myIDP.sciencecareers.org
 - **Exercise:**
 - Choose a **critical disconnect** you identified earlier
 - Write 1-3 questions designed to learn more about this disconnect
 - In the career path *generally*, and at their *employer* specifically.

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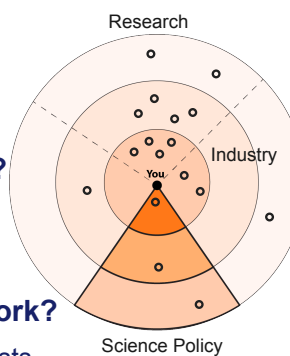
Learn about your career options

Informational interview

- How to find people?
 - Build and use your professional **network**!

Building your network: Who?

- Who is already in your network?
- How can you expand your network?
 - “Go public” with your career interests
 - LinkedIn
 - Local scientist gatherings – AWIS, MassBio, WEST
 - **Strategic** networking at scientific meetings
 - Professional societies specific to the career
 - At end of informational interview

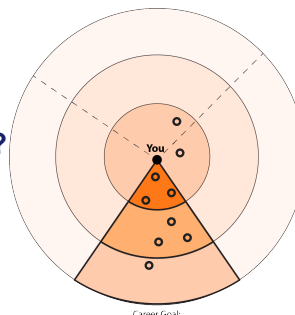


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Building your network:

Who?

- Who is **already** in your network?
- **Exercise:**
 - Draw your network map:
 - Write names of people you know in the lower wedge (representing your top career choice)
 - Write the names of people in other wedges likely to know someone in the dark wedge
 - List 1-3 people you will do an informational interview with. Contact them before January 2013.



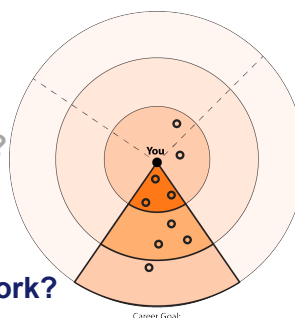
Building your network:

Who?

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LinkedIn
Profile

Business
cards



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Building your network: Prepare your networking tools

- **LinkedIn**
 - Update your profile
 - Be selective in who you link to
 - Join groups

Include a picture

Write a “summary”

Only accept people you know.

Cynthia Fuhrmann
Assistant Dean, Career & Professional Development at UMass Medical School
Greater Boston Area | Higher Education

Previous Education UCSF
PhD, Molecular Biology and Biochemistry at University of California, San Francisco

480 connections

www.linkedin.com/in/cynthiafuhrmann

Contact Info

Summary

Dr. Cynthia Fuhrmann is Assistant Dean of Career & Professional Development in the Graduate School of Biomedical Sciences at the University of Massachusetts Medical School (UMMS). In this role, she will be leading the development of new programs to assist graduate students and postdocs in preparing for their future scientific careers. Dr. Fuhrmann transitioned to UMMS from UCSF, where she founded and directed the Preparing Future Faculty program and oversaw professional skills development programs for biomedical scientists.

Dr. Fuhrmann teaches workshops regionally and nationally, on topics such as preparing for the academic job search, giving a dynamic research talk, and creating an Individual Development Plan. She co-authored and coordinated technical development of myIDP, an interactive career-planning website launched by Science Careers in September 2012. Funded by AAAS and the Burroughs Wellcome Fund, myIDP assists science trainees with exploring career options, making career decisions, and creating a career development plan for achieving their goals.

Building your network: Prepare your networking tools

- **Business cards**
 - Order through BUSM
 - Hand it over as you introduce yourself
- **Ask for *their* business card**
 - To remind yourself of the situation, write a note on the back of the card

Jane Doe
Associate Director

Boston University
College of Arts & Sciences
725 Commonwealth Avenue
Boston, Massachusetts 02215
T 617-353-2300 F 617-353-2177
janedoe@bu.edu

Nov. 12, 2012 -
AWS career panel.

BUSM alum; spoke about importance of
work-life balance. Met after event and
agreed to an info interview.

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Building your network: Prepare your networking **tools**

- The “elevator pitch” – Practice it! Tailor it!

- 30-second summary
- 3-min summary
- Consider including:

“I am a graduate student at BUSM with a focus on <one phrase describing work>. My work has involved a great deal of writing and editing within our research team. I am interested in moving into a career in science writing.”

(keep it positive – use your “match” list!)

Building your network: **Maintain** the relationship

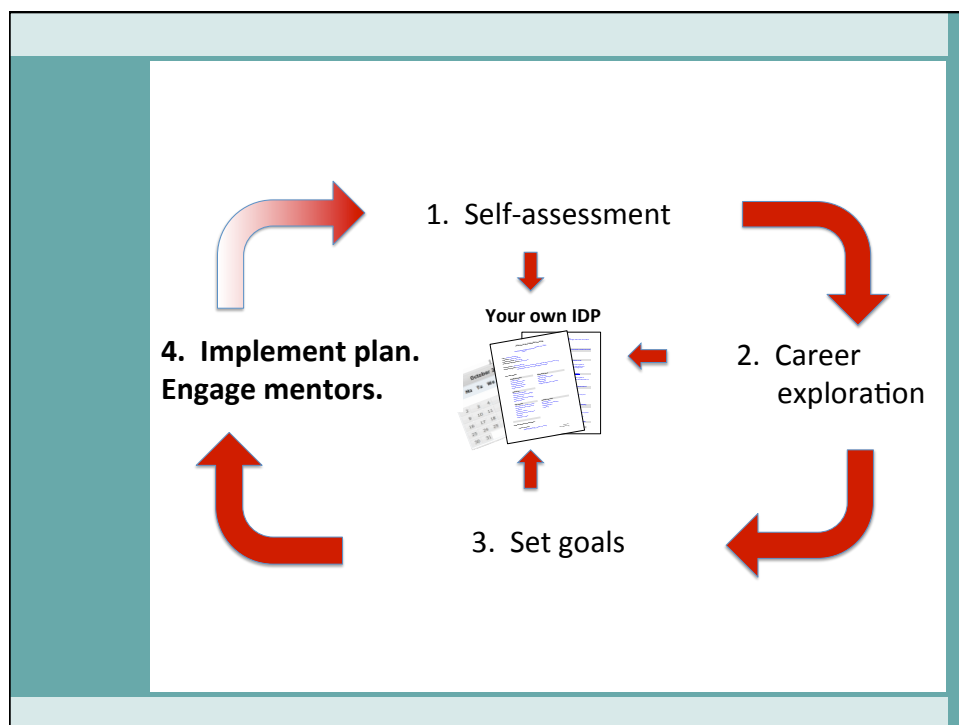
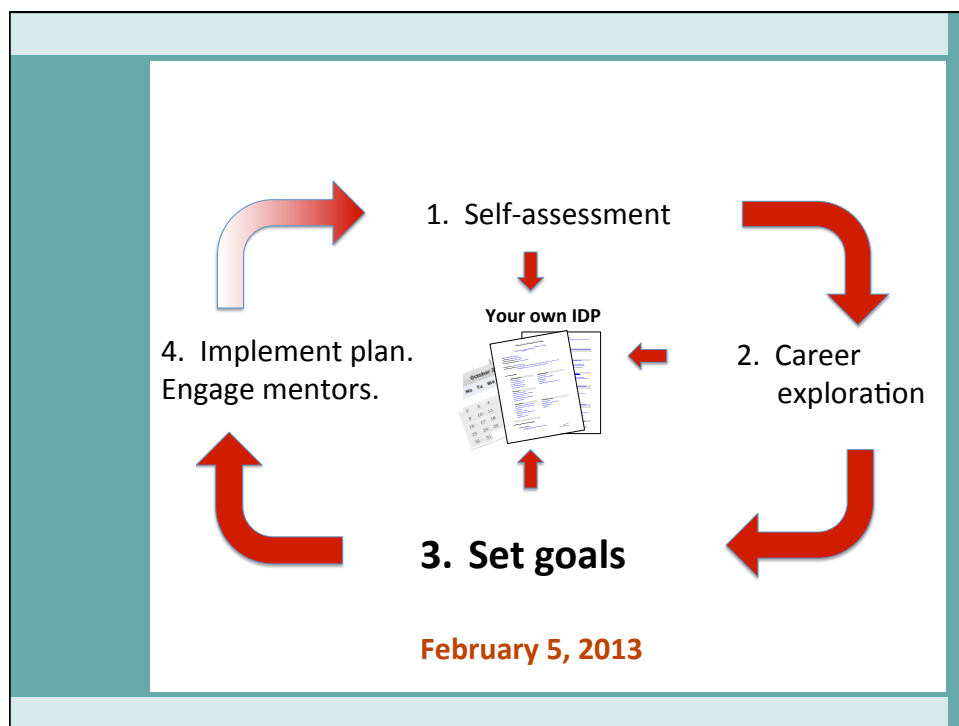
- After a meaningful conversation or favor

- Email a thank-you note immediately (or hand-written)

- Periodically send an update on your progress.
Excuses for this might include:

- **Thank them:** Met with a person they recommended
- **Help them:** Send a resource/article of interest to them
- **Update of interest to them:**
 - New paper came out
 - Preparing to start the job search

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Mentoring: Critical throughout the process

- Have reasonable expectations of mentors
 - No one mentor can know all
 - Personality styles
 - Time limitations
- Have a **team** of mentors,
utilize the **strength** of each.

Mentoring: Discuss career goals with mentors

Plan a **separate meeting** about your long-term career goals

- **Sound confident!** (wishy-washy invites skepticism)
 - Indicate that you've done your homework
 - **Focus on how you well match** with your career path of choice

"I have been learning about a number of career paths, including reading materials online, attending career panels, and talking with scientists who have followed these paths. I've found that _____ is a great match for me. It takes advantage of my skills in..."
 - If mentor asks about a career path you don't want to follow, **be able to discuss your perceived disconnects.**
- Give your mentor a clear role, such as:
 - Ask if he/she can introduce you to people in the career path.
 - Ask if he/she can provide a strong recommendation

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The point in life is to be *happy*.

Peter Fiske, "Put Your Science to Work"

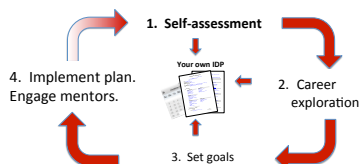
Jobs are competitive (in academia and beyond).

Find the right career path for YOU, and be
strategic in getting yourself there.

Cynthia

As you seek your next career step...

- Take a **strategic, targeted** approach to career planning
- Link **your** skills, values, interests to career path options
- **Confidently** discuss your career objectives with:
 - Your network
 - Future employers
 - Your mentors (and PI!)



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Thank you!

- **Bill Lindstaedt (UCSF)**
- **myIDP web module development:**
 - Cynthia Fuhrmann (UCSF)
 - Jennifer Hobin (FASEB)
 - Bill Lindstaedt (UCSF)
 - Phil Clifford (Medical College of Wisconsin)

