Professional Development Training Program for Graduate Students and Postdocs

The Ohio Union

May 12th and 13th

This two-day training program will provide graduate students and postdocs with a series of professional development workshops. Students can sign up to attend open sessions on Friday, to attend the full-day program on Saturday, or to do both.

Schedule of Events

Friday, May 12th: students can mix-and match individual sessions. All of the Friday sessions with be held in the Great Hall Meeting Room on the first floor of the Ohio Union and are listed below:

- **Career Choices Available to PhDs (9-10:30 am)**
  This session will cover career choices available to PhD's, critical skills valued by industry, and how to define one's brand to include technical, business, and social identities.

- **Essential Technical Communications (10:45-12:30 pm)**
  This session will look at understanding technical literacy and applied style flexibility in the lab.

- **Networking for Success (1:30-2:30 pm)**
  An experiential session focused on applied communications skills to build a network, creating advocates, and using your network to identify opportunities, present your resume to the hiring manager, and build job security.

- **Dissecting a Job Ad (2:45-3:15 pm)**
  Identifying the technical business and social requirements for a job and relating those requirements to your experiences and accomplishments.

- **Breakout 1A: Building a Targeted Resume (3:15-4:00 pm)**
  This session will investigate how to combine job ad requirements with personal experiences and accomplishments to create a targeted resume.

- **Breakout 1B: Building a Career Development Plan (3:15-4:00 pm)**
  Learn how to use dissected job ads for future positions, and learn how to use your expanding network to identify skills to further develop in order to be competitive for your ultimate job.

- **Behavioral-Based Interview (4:15-5:00 pm)**
  Students will experience the behavioral-based interview process from the perspective of the candidate and interviewer.
Saturday, May 13th: Preparing for Professional Careers. This is a 9:30 am - 5 pm program. Please specify if you have any food allergies or require childcare in the RSVP. These sessions will all be held in the Great Hall Meeting Room except for "Networking for Success", which will be held in the Cartoon Room on the 3rd floor of the Ohio Union.

- **Career Choices Available to PhD's (9:00-10:30 am)**
  This session is open to those who did not attend on Friday.

- **Financial Literacy (9:00-10:30 am)**
  Students will logically develop an Income Statement for a successful business and then make financial evaluations for existing Public Companies using Revenue, EBITDA and Net Income After Taxes.

- **Communications (10:45 - 12:30 pm)**
  Participants will learn and rehearse three communication techniques based on emotional and social intelligence science that enable them to stay positive, leverage the listener’s experiences and seek shared outcomes.

- **Negotiations (1:00 - 2:30 pm)**
  Using techniques from the previous communication sessions, students will seek common ground with PI's to apply “win-win” negotiations. Compensation models used in business are shared with participants.

- **Networking for Success (2:45 pm - 3:45 pm)**
  This session is open to those who did not attend on Friday.

- **Behavioral-Based Interview (2:45 - 3:45 pm)**
  This session is open to those who did not attend on Friday.

- **Project Management & Career Planning (4:00 - 5:30 pm)**
  Focus on the core principles of project management: time, cost and objectives. Learn how to organize a project, define success criteria, manage risk, define milestones and deliverables so that projects are delivered on time, and on budget while meeting objectives.