

Modul Support and Guidance: Learning Unit 04 Career Planning

1. We will arrange an appointment with an expert for you to talk about your career planning.
2. To enable our experts to prepare for the interview, we ask you to send a one-page pdf-document based on the questions and suggestions below and with keywords by email to the experts. We will announce the email addresses of the experts and the assignment for the interview during the summer school.

A guideline for a more precise interview regarding academic career planning

This guideline should give advices for the scholars on how they can conduct the conversation in a preferably expedient way.

First 3 key points:

- *Preparation:* the conversation serves as an opportunity for you - you should be prepared to talk about your own point of interest.
- *Clarity:* the conversation is not a job interview – clarity in your goals but also in your strengths and weaknesses should be given to avoid a conversation only on the surface.
- *Goals:* the expert can only support you if they really know your goals – a realistic definition of these should be framed by the scholars during the conversation.

Possible structure of the conversation

1. Introduction and review
 - You should briefly introduce yourself, speak about your academic path and point out your research focus.
 - What has been achieved and what is still to be realized?
 - Where are your strengths and weaknesses – where have they been shown?
2. Outlook
 - You should clearly set goals for the future – do they aim for an employment at the university or do you see you in the economy or administration?
 - How realistic are the goals and do they actually fit to your strengths?
 - How is the longterm perspective: where do you see yourself in 10 years?
 - How is GeoTraining helping to achieve these goals? What other grants / scholarships can be applied for?