Looking for assistance as you go through your job search? If so, take advantage of GMS career development resources and support. Lauren Celano, career consultant, will help you with resume and cover letter review, interviewing skills and mock interviews, negotiating a job offer, identifying career goals, networking tips, and more.

To schedule an appointment with Lauren, send an email to Yolanta@bu.edu

Beginning May 11, 2012, Lauren Celano’s Advising Hours:

**On Site:** Second and Fourth Friday of each month from 3:30 – 5:30 P.M. Room L-315

**Off Site:** First and Third Saturday of each month from 10:00 A.M. - Noon

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**GMS Career Development Workshops and other programs**

If you are interested in attending any of these events please e-mail: Yolanta@bu.edu

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**May 1, 2012 What’s next after graduation and how to find the best career path for you 4:00 – 5:00 P.M. L-203**

In this presentation, Lauren will discuss the various career opportunities for individuals with advanced degrees and will provide an overview of the job search process, networking to identify opportunities, and the importance of finding the right fit for your career.

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**June, 2012 Evaluating Transferable Skills:** A discussion about the various skills that one can bring to an organization in addition to scientific expertise - Identification of opportunities and roles: Finding the right fit for you

Would you like to find out how important it is to highlight transferable skills for individuals who have strong technical backgrounds? Evaluating your transferable skills will help you in identifying the right types of roles where you can utilize all of your strengths. Additionally, Lauren will discuss other factors to consider when choose the right career path for you.

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**July, 2012 What companies look for when evaluating talent and the job search process**
Do you want more insight into the job search process and what companies look for when evaluating talent? Do you want to learn how to stand out from the crowd? This presentation will discuss this and more.

**August, 2012 Networking Insights: An overview of networking events and organizations useful for career searching**
Are you looking to learn more about networking events to attend or even how to start the process of finding out? Are you wondering how networking can be useful for your career search? Lauren will discuss these topics and more.

**September, 2012 Looking your best of Paper - Building a resume and cover letter for Industry**
Does your resume need a makeover or are you wondering how to turn an academic CV into an industry-focused resume? Are you looking for advice on writing a cover letter and what companies look for in these? This seminar will cover resume and cover letter tips and advice so that all of your skills are highlighted for potential employers to see.

**October, 2012 Building Your On-Line Personal Brand: Using blogs, LinkedIn and other social media tools to build your brand**
Your on-line brand is extremely important especially as you apply for positions. Companies pay attention to how people showcase themselves and this can be a consideration in the hiring process. Your on-line presence contributes to your personal brand and you want to make sure that you are portraying yourself in the right light. Lauren will discuss the importance of LinkedIn and other on-line tools and how you can use these to enhance your brand.

**November, 2012 Informational Interviewing – An excellent way to enhance your career search**
Informational interview is extremely helpful for you to identify career paths and roles that could be of interest to you. Lauren will discuss the importance of informational interview, advice to make the most of the opportunity, and how to utilize this to enhance your career search.

**December, 2012 Career Diversity Panel Discussion** Details to follow

**January, 2013 Networking Insights: Best practices to network and follow up**
When you get to an event, do you know how to work the room and open up discussion? Lauren will discuss ways to network, tips for working a room, and how to use the power of networking and follow up to open up doors for your career.

**February, 2013 Acing the Interview: Tips to excel during an interview**
Learn how to ace your interviews by learning various techniques for interviewing, what types of questions you will be asked, what companies are looking for, how to research the company and people you are interviewing with, and how to structure your questions to get a well-rounded picture of the company to make sure it is a good place for you to be.

**March, 2013 Becoming a Leader - Cultivating leadership skills for career advancement**
This event will focus on cultivating leadership skills and ways that you can build these skills while still in your Ph.D. and postdoc. Leadership skills are tremendously valuable as you build your career.

**April, 2013 Following up and maintaining your network after you land a job**
Networking is not what one does only when searching for an opportunity. It is a lifelong skill that should be practiced regularly. It is important to cultivate your network even after you land a position. In this seminar, Lauren will discuss why this is important and tips on building your network as you grow in your career.

In addition to the workshops and other events, career development offered through GMS offers webinars, Skype consultations, phone and Internet contact with Lauren Celano, Career Services Advisor.