Hope is Not a Plan:
How to Proactively Manage Your Career

C.J. Neely, PhD
Assistant Director of Employer Relations
Career Services Office
Let’s test this out!

Go to www.menti.com and use the code 31 85 34

1. Grab your phone
2. Go to www.menti.com
3. Enter the code 31 85 34 and vote!
Discussion Topics

• Proactive Career Planning
• Career Exploration
• Informational Interviewing
My Personal Career Journey

BS in Molecular Biology
Towson University

PhD in Microbiology & Immunology
UNC-Chapel Hill

Postdoctoral Fellowship
St. Jude Children’s Research Hospital

Assistant Director in the Career Services Office
Johns Hopkins Bloomberg School of Public Health
Proactive Career Planning
Proactive Career Planning

What is it?
• A process in which you actively work towards your career goals
• Opposite “get through now and figure it out later”

Why do it?
• Reduce stress associated with future job search
• Increase likelihood of obtaining a satisfying job upon graduation

How to do it?
• Be intentional in the career planning process
  • Create a customized career plan
  • Develop SMART goals
Obtain a satisfying job, start a fellowship or pursue additional education
Step #1

Articulate your career interests & goals
What are your career goals?

**VERY CLEAR GOAL!**

Uncertain?

Go to [www.menti.com](http://www.menti.com) and use the code 318534
Uncertainty is okay!

- Interested in multiple career paths
- Had specific goal, but interests have changed
- Unsure of the options available
There are so many possibilities, and you are likely to do well in a variety of careers.
Self-reflection

Take time to reflect on your skills, interests, and values

Think about your current and part experiences
- Full-time jobs
- Part-time work
- Volunteer opportunities
- Internships
- Fellowships

Ask yourself
- What did you like best and least about each experience?
- What technical skills did you develop?
- What courses/projects did you find more interesting?
- Did you prefer to work independently or on a team?
Take a Free Online Assessment

Holland Code Career Test

16 Personalities

- **Analysts**
  - INFJ: Quiet, analytical, yet very perceptive
  - ENTP: Innovative, strategic thinkers
  - ENFJ: Empathetic, strategic, energetic

- **Diplomats**
  - INTP: Innovative, strategic thinkers
  - ENTP: Strategic, energetic

- **Sentinels**
  - ISTJ: Practical, systematic, efficient
  - ISFJ: Practical, systematic, efficient

- **Explorers**
  - ISFP: Creative, spontaneous, energetic
  - ESFP: Spontaneous, energetic, enthusiastic
Step #2

RESEARCH YOUR INDUSTRY & FUNCTION
Industry vs. Function

Industry

Function

Go to www.menti.com and use the code 318534
Research Career Options

ExploreHealthCareers.org

Related Careers

- Behavioral Science/Health Education
  - Salary: $33k - 86k

- Biomedical and Laboratory Practice
  - Salary: $31k - 78k

- Biostatistics
  - Salary: $33k - 69k

- Environmental Health Sciences
  - Salary: $44k - 143k

- Epidemiology
  - Salary: $38k - 136k

- Global Health
  - Salary: $31k - 66k

- Health Services Administration
  - Salary: $37k - 161k

- Maternal and Child Health
  - Salary: $33k - 63k

- Public Health Practice and Program Management
  - Salary: $33k - 63k
Research Career Options

Type of organization
n = 575

- University/college (Faculty & Staff) and University healthcare setting: 25.0%
- NGOs and Non-profits: 14.4%
- Local & State Government: 15.8%
- Consulting Firm: 14.9%
- Health Insurance, Hospital or other healthcare provider: 8.1%
- Federal Government: 6.6%
- Pharmaceutical, biotechnology, medical device or commercial firm: 4.6%
- Other: 10.7%
Informational Interviews

Opportunity to learn about a specific career path, industry, or organization

- Required skills
- Daily responsibilities
- Work environment

Talk to people within the field

- GoHopOnline → Alumni
- LinkedIn → Local professionals and alumni
- Ask your network for introductions
GoHopOnline.com
APHL - Association of Public Health Laboratories
Nonprofit Organization Management • Silver Spring, MD • 2,673 followers

1 connection works here. See all 170 employees on LinkedIn →

Follow See jobs

About us

The Association of Public Health Laboratories (APHL) works to strengthen laboratory systems serving the public’s health in the US and globally. APHL’s member laboratories protect the public’s health by monitoring and detecting infectious and foodborne diseases, environmental contaminants, terrorist agents, genetic disorders in newborns and other diverse health threats.

Recent update

SAFE + SOUND Week August 13-19, 2018

SHOW YOUR COMMITMENT TO SAFETY

APHL will be participating in Safe + Sound Week.
LinkedIn
LinkedIn

Johns Hopkins Bloomberg School of Public Health
Baltimore, MD • 11,278+ alumni • 31,499 followers

73 connections work here. See all 2,894 employees on LinkedIn →

Following  
See alumni

About us
The Johns Hopkins Bloomberg School of Public Health is dedicated to the education of a diverse group of research scientists and public health professionals, a process inseparably linked to the discovery and application of new knowledge, and through these activities, to the improvement of health and prevention of disease and disability around the world.

Recent update
See all

Exercise and dieting tied to reduced disability
reuters.com

Career Insights of 11,278+ alumni

Where they live

Where they work

8,738 • United States

805 • Johns Hopkins Bloomberg School of Public Health

2,266 • Baltimore, Maryland Area

195 • The Johns Hopkins University School of Medicine
Informational Interviews

• Be professional

• Do your research ahead of time

• Come prepared with questions and bring a notepad

• Actively listen

• Do not ask for a job, but can inquire more generally about opportunities
  • Where are they advertised?
  • Training opportunities within company or in the field?

• Follow-up with a thank you email
Step #3

IDENTIFY CAREER-SPECIFIC SKILLS

MIND THE GAP
### Skills Gap Analysis

<table>
<thead>
<tr>
<th>THEM (Industry, Company)</th>
<th>ME</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Management</td>
<td></td>
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<tr>
<td>Budget Preparation</td>
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<td>Data Analysis</td>
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<td>Monitoring &amp; Evaluation</td>
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<td>Oral Communication</td>
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<td>Report Writing</td>
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</table>
What skills do you need to strengthen while at JHSPH?

Think about analytical **and** transferrable skills!

What can you do to develop those skills starting today?
Gain Experience

• Internships
  https://www.Internships.com

• Volunteering
  – SOURCE
  – Professors on campus
  – Handshake (unpaid & paid opportunities)

• Students Groups
  – JHSPH Student Assembly
  – Johns Hopkins Graduate Consulting Club
  – Hopkins Biotech Network
  – Hopkins Science Policy

• Other Organizations
  – JHTV & FastFoward U
  – Hackathons
Step #4

START

END
Create a Customized Career Plan

• Consider your timeline
  – Your personal timeline will influence your priorities and dictate your plan of action

• Determine your main goals

• Break your plan into segments
  – Slow and steady wins the race

• Create SMART goals for each segment
SMART Goals

**Specific:** Is it focused and unambiguous?

**Measureable:** Could someone determine whether or not you achieved this goal?

**Action-oriented:** Did you specify the action you will take?

**Realistic:** Considering difficulty and timeframe, is this goal attainable?

**Time-bound:** Did you specify a deadline?
**Goal:** Start a full-time job in the global health space  
**Timeline:** July/August 2019

<table>
<thead>
<tr>
<th>Segments</th>
<th>Goal</th>
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<tbody>
<tr>
<td>Winter break</td>
<td>Complete on-line self assessments to better understand my skills,</td>
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<tr>
<td></td>
<td>interests, and values</td>
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<tr>
<td></td>
<td>Read about specific industries and/or job functions of interest online</td>
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<tr>
<td></td>
<td>Perform a mock job search → identify companies of interest, job titles,</td>
</tr>
<tr>
<td></td>
<td>required skills</td>
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</tbody>
</table>
## Create a Customized Career Plan

**Goal:** Start a full-time job in the public health field  
**Timeline:** July/August 2019

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</table>
| Term 3   | Attend Resumania to have my resume reviewed  
          | Conduct 2 informational interviews a month to better understand how my background and strengths relate to specific career paths  
          | Attend annual Public Health Career Fair on March 1, 2019 |
| Term 4   | Let my network know that I am close to graduation and ask if they know of any opportunities  
          | Apply for jobs  
          | Schedule an appointment with the career office for a mock interview |
How to Implement Your Plan

• Post your SMART goals in a visible spot: desk, locker, fridge

• Entering key dates into your calendar

• Pencil dates for conversations with “accountability” buddies

• Approach your goals in manageable chunks so that you don’t feel overwhelmed
Review and Revise Career Plan

• Review your progress at regular intervals

• Take stock of the goals you achieved and those you didn’t

• Evaluate the factors that facilitated or impeded your progress

• An opportunity to revisit—and perhaps revise—your longer-term objectives
Questions?????