

Introduction: <http://www.unmc.edu/publichealth/CareerServices.htm>

## Professional Development while a CPH Student

1. Seek and create opportunities for experience  
*Where are you currently getting experience? Where do you think you could look for experience?*

2. Keep track of everything in a 'master' resume

3. Think about what you are looking for, and reflect on past jobs

	Pros	Cons
<b>People</b> (team dynamic, values)		
<b>Position</b> (tasks, responsibilities)		
<b>Place</b> (organizational structure & culture)		

4. Research possible careers—books, websites, associations, LinkedIn, Informational Interviews  
*Where have you already looked? Where do you think you could begin your research?*

5. Gaps analysis

6. Build your online profile  
*Do you already have a LinkedIn profile? Do you have any online presence that needs to be cleaned up?*

## Professional Development in the Job Search

1. Networking
2. Job Application Stages
  - a. MPH = meet minimum/preferred qualification
  - b. Resume & Cover Letter = you possess the skills and qualifications they are looking for
  - c. Interview = Your experiences demonstrate your skills and abilities to perform the job duties; you are motivated to do the job; you are a good fit for the organization

3. Resume

4. Cover Letter

5. Interview

**STAR** method

- **S**ituation — describe the context of the situation/scenario
- **T**ask — provide a brief overview of what you were supposed to do
- **A**ction — explain what you did to accomplish the task
- **R**esult — state what was accomplished as a result of your actions

6. References

## Learning to Action...

*3 new things I learned today:*

*2 things I want to look into further:*

*1 thing I can do immediately:*