

Module 1: Getting Ready for the Job Hunt

- Addressing your ingrained assumptions, fears and doubts about what you can do with your life outside of academia. We help you to **give yourself permission** to explore, and to follow where your brain AND your heart lead.
- How to **analyze the professional world** to find the right next job or step for you - what almost every PhD doesn't do - to their detriment. We are extremely practical, down to earth and realistic in our perspectives and advice - don't waste time chasing jobs that aren't a good match for you just because they sound "sexy" or are what "everyone says I should do". You are not "everyone" - you are you!
- How to **manage your time** and PhD transition expectations as you enter the job hunt, especially when juggling research and life responsibilities.
- Tools on how to help yourself **schedule your work time and career activities** - with built-in accountability in the Community. Because this stuff is hard - and sometimes you need someone to poke you.
- Job Exploration topics with **career-specific advice** and details about different industries and jobs within them, so you can make an informed decision about your job application focus.
 - Includes information about best practices, software platforms, analysis methodologies, and metrics of success, why employers care and other on-the-job expectations when applicable!
- **Transferable skills explained in context** - everyone knows the buzzwords like "communication" and "time management". But can you demonstrate them in a targeted, relevant way to the employers you care about? We'll demystify this concept once and for all.
- Vital **academia-to-outside world mindset changes** that must happen if you are to be successful on your job hunt. If you do not change how you think and talk about yourself, you will not do well on your interviews. (We know - we've seen it happen all too often.)
- How to use **real project management tools** recognized outside academia to begin structuring your job hunt as a project you can practice managing. We don't need more education - we need hands-on evidence that we can do the job.

Module 2: Find the Job

- See real examples of **multiple PhD career paths**, from junior level positions to Founders and CEOs - and how they made their jumps.
- The **single most effective framework** to evaluate what jobs are out there, including analyzing job titles and quickly understanding the requirements for any given role.
 - We usually only consider one of 7+ categories of jobs right out of academia - don't cheat yourself out of all of your options!

- How to **decide what kinds of jobs are the right kind for you** - a unique individual, based on your skillsets, preferences and what employers are looking for.
- How to reverse engineer job postings - and even **predict what they might need** so you can position yourself as the most valuable candidate for the job.
- **LinkedIn guides** to ensure your first digital impression to employers is accurate and attractive. If posting 2-3 job titles you want in your LinkedIn profile, asking to connect with other academics, and asking other academics for recommendations hasn't been working for you, well - maybe it's time to try something new.
- **Brainstorming on how to get experience, hands-on, for the jobs you want** - this unique perspective on upskilling is offered nowhere else, yet will give you the biggest return on your investment for your job hunt. It will take work and time, but you can help yourself "qualify" for any job with the right guidance, and we can give it to you because we've been there!
- A **detailed informational interview protocol** - providing you with specific questions and expected answers to get each time so you don't waste your time or theirs.

Module 3: Get the Job

- **Templates for your cover letters and resumes** - structured in a framework that lets you deeply personalize your materials in a targeted way for the right audience in less than 10 minutes once you've gone through one and see the logic behind the edits we suggest - and we can help you with personalized attention if you get stuck. Our templates are genuine and successful because we are hiring managers too, and know what team leads and managers are looking for.
- How to change the way you think so you **don't self-sabotage during interviews** - things we've seen in person, are completely avoidable, and yet not usually discussed openly or provided as feedback after interviews are over.
- How to **practice for interviews** (and get the opportunity to practice your interview with us, with feedback)
- How to be **confident, genuine and irresistible** on your job interviews.
- **What to negotiate** for once you have an offer.