

TIPS FOR STUDENTS FROM STUDENTS

The Job Search

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The job search can be a fun, yet exhausting, or an exciting, yet scary time for many. Ultimately, if you are prepared, and go into the process with a positive attitude, set on what you are looking to achieve, the experience will be what you make of it! To prepare for the search, there are some key aspects that can help candidates achieve success and approach it more confidently. When conducting a job search, some elements to focus on include: your LinkedIn profile, figuring out what you are looking for, conducting thorough research on the institution, and having a positive attitude.

LinkedIn

A LinkedIn profile is often an extension of a candidate's resume.

As important as it is to have a detailed and updated resume, a great LinkedIn profile can be very helpful. One of the first features that is noticed by others when coming across a LinkedIn profile is a candidate's photo. An updated, and professional photo, often a 'headshot' will give a positive impression. Picking the best photo for one's LinkedIn profile can help set them apart from other candidates and assist recruiters or employers in reaching out to applicants.

The next part of the LinkedIn profile that should be crafted with attention is the headline.

When candidates are searched across the platform, one of the first aspects that appear after their names are the current headline. An effective headline is concise, descriptive, and gives others an idea of what the candidate is either looking for or has to offer. Typically, a headline can be a current position held, or the intended position someone is searching for. Once someone has arrived at your LinkedIn page, they may read your description which should give them an idea of who you are, what your interests are, and what you want others to know about you. The description is a great way to extend your brand, and personality in a way that allows others to learn more about you before a conversation. A great LinkedIn profile will have all your experiences, qualifications, and achievements listed for others to see. The experiences you list may include detailed descriptions, attachments, and even samples of relevant work. LinkedIn is a great tool to master during your job search, as it will allow you to



connect with professionals in the fields you may desire to work, and directly apply for positions on the platform.

What are you looking for

Once the search has begun, to ensure it is effective, candidates should identify what they are looking for. Some may elect to search for a particular job, while others may focus broadly on an industry. However, being able to identify what exactly you are looking for will ultimately yield more success. A focused search with a plan will be more productive since you will know what you are looking for, who you may want to connect with, current opportunities that are available, and how you may be able to find success. During the search, if you can eliminate jobs or skills required that you do not prefer over others, it can help lead you toward opportunities that you will enjoy. The opportunities that align best with what you are looking for will be easier to navigate and make the Search far more efficient.

Research firms or institutions you want to work for

When conducting a job search, as much as it is you being interviewed, it is important to remember that you are also learning more about the institutions you may end up working for. During this process, it is crucial to conduct thorough research on the institutions to learn if their values align with yours, what kinds of skills are prioritized, and if you can see yourself succeeding in that kind of an environment. Researching institutions can be done through browsing the firm websites, talking to current and former employees, and reading about how the institution has been involved with the public if applicable. Often candidates are focused on presenting why they are a great value add to institutions but do not realize that it is a reciprocal relationship. It is helpful to know what kind of place you are considering working at and this can be helpful when making the ultimate decision.

A Positive Attitude

The most important and often overlooked aspect of the job search is your attitude. Having a positive and can-do attitude can take candidates very far in their search. When looking for a job, there are many aspects of the process that are out of the control of candidates, and it can take longer than initially anticipated, but having a positive attitude will ensure a rewarding journey.

The job search does not have to be exhausting, or scary, just keep these tips in mind, and don't forget your positive attitude and the experience will be that much better!

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