

Before the Search

What do you need to know?



Before the Search

Determine your priorities

- Industry, job responsibilities, location, company size, type of organization
- Values

Do your research

- Focus on specific field/industry,
- Investigate specific companies
- Find out where to look for jobs in this field



Finding Jobs

Advertised Jobs

- Most popular
- Most competitive

Hidden Job Market

- 70-80% of jobs are not posted
- How to break into the hidden job market

Career Fairs

- Preparation and Research
- Ask questions

Helpful Resources

- I-Link: <https://i-link-illinois-csm.symplicity.com/students/>
- LinkedIn Alumni: <https://www.linkedin.com/edu/alumni?id=18321&name=University+of+Illinois+at+Urbana-Champaign>
- TEC Social Fuse: <http://tec.illinois.edu/experiences/socialfuse>
- IBC: <http://www.ibc.illinois.edu/>

Government

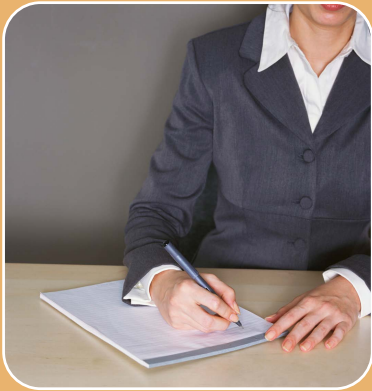
Federal Hiring

- Federal jobs posted at www.usajobs.gov
- Federal resumes should be **detailed**
- Some applications may have questionnaires

Application Tips

- Focus on a few agencies of interest
- Follow the directions carefully
- Include all relevant experiences
- See: makingthedifference.org

Nonprofits



Hiring Practices

- Less centralized postings
- No regular hiring schedule
- Often positions are unadvertised



Ways to succeed

- Networking is even more important!
- Show your relevant experience
- Get experience from the inside

Apply!

- Use multiple job search techniques
- Stay focused and motivated

Tailor your materials

- Research field, organization, and position
- Determine important experience and highlight relevant skills

Career Development Office

Web resources

- Topics from exploring careers to negotiation
- grad.illinois.edu/CareerDevelopment
- go.illinois.edu/JobTalk (LinkedIn group)
- i-link-illinois-csm.simplicity.com (I-Link)

Workshops

- Visit the Graduate College webpage for a complete list!

Individual advising

- Schedule an appointment:
GradCareers@illinois.edu