PhD >Career *Accelerator*

Launch your career in industry, government, non–profit administration, or higher education administration

Are you ready to level-up your career? The University of Georgia Graduate School is pleased to offer doctoral students a holistic career development program grounded in the principles of experiential learning. The PhD Career Accelerator (PCA) is a non-academic certificate aimed at helping doctoral students explore careers beyond the tenure track. The PCA program is:

1. Open to doctoral students in all disciplines

2. Centered around a cohort learning model

3. Able to be completed in as little as one calendar year

4. Designed for doctoral students who have completed formal coursework (years three and beyond)

The PhD Career Accelerator focuses on developing participants in high-demand competency areas that are relevant to many career fields. Doctoral students completing the program will conduct professional development activities and reflection upon their growth in these key areas:

- Professionalism
- Communication
- Career Management
- Leadership
- Self-Awareness
- Career Domain Knowledge

DID YOU KNOW? 80% of UGA doctoral graduates enter into roles other than full-time instructional positions.

UGA Career Outcomes Survey (2017-2019)

Questions About the PCA Program?

Contact us at
ugagradcareers@uga.edu

Program Overview

1

FALL SEMESTER:
Four CORE professional development modules + three informational interviews

2

SPRING SEMESTER:
Four LEADERSHIP DEVELOPMENT modules + two leadership interviews

3

Accumulate three EXPERIENTIAL LEARNING credits + submit your final reflection to the Graduate School

xPD | **Experiential Professional Development**
at the University of Georgia Graduate School

PROGRAM STRUCTURE

Fall Semester: Core Series

- o Includes an orientation meeting and three training sessions on career exploration and job search planning:
    - ▪ Friday, Oct. 1: CORE #1, 1:30-5:00 pm ET
    - ▪ Friday, Oct. 15: CORE #2, 1:30-5:00 pm ET
    - ▪ Friday, Nov. 12: CORE #3, 1:30-5:00 pm ET

- o Participants will also complete three informational interviews with professionals in their field of interest.

While the majority of PhDs gain employment outside the academy, too often PhD candidates receive little or no preparation in skills and competencies needed to thrive in non-academic careers.

Council of Graduate Schools (2017)

Spring Semester: Leadership Series

- o Includes an interactive workshop series based upon the CliftonStrengths Assessment. Participants will attend 3-4 additional sessions (dates and times TBA).

- o Participants will also complete two additional informational interviews with leaders (i.e., managers, directors, or C-level executives) in their field of interest.

Experiential Professional Development (3 credits)

- o Includes a diverse menu of options such as internships, practicums, company site visits, job simulations, mock interviews, and more. xPD staff will work with each student to find the most meaningful experiences for their career goals.

Support from Peers and Professional Career Advisors

- o Along the way, PCA participants will encourage and support each other through the cohort-based program design. Participating students may also request one-on-one coaching sessions with xPD staff members to help them navigate their career planning process.

FREQUENTLY ASKED QUESTIONS

How much time is required to complete the certificate?

The PCA program is designed to be highly customizable, with students being able to complete the requirements within one year. We estimate that most students will need to commit 8-10 hours per month toward completion of the program.

Will I need to register for any classes?

No – the PCA program is designed to be a non-academic certificate and does not require any course registration.

Do I need approval from my advisor?

Students do not need advisor approval to participate in the program. However, they must be willing and able to commit the time necessary to the required components of the program.

Can I participate if I am an international student?

Yes! International graduate students are eligible to participate, and program staff are available to support the specific job search challenges of international students.

Program Curriculum Overview

There are seven core competencies at the heart of the PhD Career Accelerator model. Each competency may be linked to specific career planning outcomes that help participants expand their doctoral training and pursue diverse career opportunities in industry, government, and non-profit settings. A more detailed outline of the program's learning objectives and curriculum is below.

Core Competencies	Example Learning Objectives
Professionalism	Understanding of professional norms within one's desired career field(s)
	Understanding of personal branding strategies and confidence in the strength of one's personal brand
Communication	Ability to effectively leverage LinkedIn as a professional resource
	Confidence in one's interviewing skills and interview preparation strategies
	Understanding of salary negotiation tactics
	General confidence in one's networking abilities
Career Management	Ability to identity on-campus resources for professional development
	Ability to identity off-campus resources for professional development
	Confidence in one's ability to interpret job postings and customize application materials
	Understanding of how to conduct an effective informational interview
	Awareness of the hiring process for career fields outside of academia
	Confidence in one's action plan for their career development
	Confidence in one's application materials (resume/CV and cover letter)
Leadership	Ability to effectively lead a team
	Understanding of strategies to inspire innovation
	Confidence in conflict management skills
Self-Awareness	Understanding of connections between personal values and career development
	Self-awareness of top transferable skillsets
	Ability to effectively articulate transferable skills to employers
	Understanding of how to identify opportunities for further self-improvement within one's career field(s)
Career Domain Knowledge	General understanding of one or more career domains of interest, including potential career paths, job titles, or organizations where one may wish to seek employment
Experiential Learning	Putting one's skills into practice outside of academia
	Effectively leveraging on- and off-campus resources to build one's resume
	Appropriate investment of time reflecting upon experiences to facilitate future growth

CORE Sessions

Students will complete the following three required CORE sessions, which are intended to provide a general foundation for job search success. These sessions are uniquely tailored for PhD students and delivered each semester in a cohort-based model. Each program will feature one or more outside speakers in addition to UGA staff.

- CORE Session 1: Understanding Self, Understanding the Job Search
  - Career exploration activities, an overview of the hiring process, and training around how to conduct informational interviews

- CORE Session 2: Personal Branding and Transferable Skills
  - Inventory activities for core values and transferable skills, introduction to personal branding and key skills (e.g. resume writing) for job search success

- CORE Session 3: Developing Critical Job Search Skills
  - Resume review session, interview training, and discussion of other important job search skills – such as salary negotiation and navigating offers

Experiential Learning

PCA participants must accumulate three credits of experiential learning activities to complete the program. A list of available options is outlined below. As needed, participants may schedule coaching sessions with xPD staff members to plan their experiential learning activities or propose alternate forms of experiential learning suitable to their career goals.

- Internship (200 hours or more): 3 credits
- Internship: (100-200 hours): 2 credits
- Externship or Practicum (30-100 hours): 1 credits
- Completion of the UGA I-Corps Program: 3 credits
- Participation in a ENTR or FABricate Competition: 2 credits
- Industry-related training* (multi-day): 3 credits
- Industry-related training* (4-8 hours): 2 credits
- Industry-related training* (1-3 hours): 1 credit
- Company Site Visit or Job Shadowing: 1 credit
- Mock Interview Appointment at UGA Career Center: 1 credit
- Participation in xPD Job Simulation: 1 credit
- Volunteering at an industry-related conference or similar event: 1 credit
- Other service (e.g. committee work) to an industry professional association: 1 credit
- Media piece (ex. blog post or article) on a career development topic: 1 credit

Industry-related training may also include on-campus trainings/events/workshops or asynchronous trainings available through platforms such as LinkedIn Learning.

Leadership Sessions

During the Spring Semester, participants will complete an additional sequence of three leadership training sessions (dates and times TBA). These workshops will be based in the principles of strengths-based leadership development and all PCA students will receive a free CliftonStrengths Assessment code to participate in the training.

- Strengths Session 1: Understanding Strengths-Based Development
  - o Review your Top 5 talent themes and learn more about strengths-based approaches to leadership and professional development

- Strengths Session 2: Claiming Your Strengths
  - o Explore your full CliftonStrengths results in greater detail, gain more understanding of your particular workstyle and leadership strengths

- Strengths Session 3: Tools for Effective Leadership Practice
  - o Consider the application of your unique talents in leadership settings and future career-planning

Informational Interviews

All participants will also complete a total of five informational interviews during their time in the program. These are allocated as follows:

- Fall Semester: Three general informational interviews with professionals in your career field(s) of interest

- Spring Semester: Two informational interviews with leaders/managers, focusing on leadership topics (ex. hiring, conflict management, fostering innovation, or leadership development)

Submit Your Final Reflection

Participants will signal their completion of the program by taking an online exit survey. The survey will include the following elements and be used as a vehicle for reflection on your experiences:

- A career objective statement
- Summary reflections from your informational interviews
- An updated resume/CV as well as an updated LinkedIn profile
- A reflection upon the experiential learning activities undertaken by the student
- A short discussion about your future career plans

Students will also have the option to upload artifacts (i.e. articles, PowerPoint slides, photos, or certificates of completion) related to these activities.

Ready to Begin?

Submit your application by Sunday, August 15, 2021: **Click Here to Apply**