Positive steps in career development come from meeting others and learning. See our bespoke opportunities for research Masters students and RAs, and for DPhils and Postdocs below, and look out for Careers Days, invited speakers and skills sessions run by your department, division or post-doc network.

For appointments with Rachel Bray, Rebecca Ehata or another Careers Adviser of your choice at the Careers Service on Banbury Road, please book through CareerConnect. Rachel and Rebecca also offer regular appointments for scientists at the JR and Old Road Campus, bookable by phoning reception on 01865 274646. Bookings for workshops/events should be through CareerConnect; if you have queries, please email reception@careers.ox.ac.uk.

### Week Zero

**Career Management for Research Staff and DPhils**  
**Thursday 4th October, 09.30 - 12.30, The Careers Service (56 Banbury Road).**

Looking to manage your career more effectively? This interactive workshop has been designed specifically for University Research Staff and DPhil students at all levels and career stages. It is a chance to step back and spend a few productive hours focusing on what is working well for you in your professional life, and how to make informed decisions about your next steps.

We will combine short individual exercises and small informal group discussions to help you to build a clearer picture of your motivations, values, transferable skills and practical circumstances, as well as ways to explore career pathways. You will be encouraged to draw your insights together to begin a realistic personal career plan and to consider your next steps.

To reserve a place please go to Career Connect.

### Week One

**Researchers @ Oxford Careers Fair – covers many work sectors, including Teaching & Higher Ed**  
**Saturday 13th October, 10.00 - 11.00, Examination Schools.**

This session focuses on how to get the most from the Careers Fair, ask insightful questions and build relationships with organisations that interest you. It aims to give researchers a better understanding of what employers value in a doctorate and/or academic research experience and what a transition beyond academia involves. Time permitting, we will discuss any questions you may have about job search strategies, networking or applications.

To book please go to Career Connect.  
Further information on the fair can be found at [http://www.careers.ox.ac.uk/careers-fairs/](http://www.careers.ox.ac.uk/careers-fairs/). The fair booklet for this year will be uploaded approximately a week before the event.

**Wondering about alternatives to academia?** Come along to the Oxford Careers Fair to meet a wide range of organisations in the private and public sectors. This is an excellent way to start exploring where your values and skills could fit, and understanding how recruitment processes work.
Week Two

Researchers @ Finance Careers Fair  
Tuesday 16th October, 13.30 - 14.30, Town Hall.

This session focuses on how to get the most from the Careers Fair, ask insightful questions and build relationships with organisations that interest you. It aims to give researchers a better understanding of what employers value in a doctorate and/or academic research experience and what a transition beyond academia involves. Time permitting, we will discuss any questions you may have about job search strategies, networking or applications.

To book please go to Career Connect.

Further information on the fair can be found at http://www.careers.ox.ac.uk/careers-fairs/. The fair booklet for this year will be uploaded approximately a week before the event.

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Researchers @ Management Consulting Careers Fair  
Wednesday 17th October, 13.30 - 14.30, Town Hall.

This session focuses on how to get the most from the Careers Fair, ask insightful questions and build relationships with organisations that interest you. It aims to give researchers a better understanding of what employers value in a doctorate and/or academic research experience and what a transition beyond academia involves. Time permitting, we will discuss any questions you may have about job search strategies, networking or applications.

To book please go to Career Connect.

Further information on the fair can be found at http://www.careers.ox.ac.uk/careers-fairs/. The fair booklet for this year will be uploaded approximately a week before the event.

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Kick Start for Research Staff and their Partners/Newcomers  
Friday 19th October, 12.00 - 15.00, The Careers Service (56 Banbury Road).

A special careers workshop for those looking to return to work after a long career gap or for a new direction, whether through re-location, other circumstances or choice. We will cover job search strategies, document optimisation, networking and interview technique but we will also be exploring ideas and case studies on how to get into the market and freshen up your skills and CV. Even if you are a few years from getting back to work, come along! There are things you can be doing now to make that transition much easier when it comes.

This event must be booked. To reserve a place please go to Career Connect.

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Week Three

CV and Cover Letter Skills for DPhil and Research Staff  
Monday 22nd October, 13.00 - 16.00, The Careers Service (56 Banbury Road).

This intensive workshop on producing effective CVs and Cover Letters is specifically for doctoral students and research staff, whether you are considering an academic or non-academic career, or are undecided.

Using a mix of individual and informal small group exercises, we will

- understand and recognise the characteristics of effective CVs and cover letters
- critique the strengths and weaknesses of your own and colleagues’ current CVs
- evaluate example CVs and cover letters to build your knowledge of different types and styles

To reserve a place please go to Career Connect.
Researchers @ Careers in Computing Fair  
Tuesday 23rd October, 14.00 - 15.00, Maths Institute.

This session focuses on how to get the most from the Careers Fair, ask insightful questions and build relationships with organisations that interest you. It aims to give researchers a better understanding of what employers value in a doctorate and/or academic research experience and what a transition beyond academia involves. Time permitting, we will discuss any questions you may have about job search strategies, networking or applications.

To book please go to Career Connect.  
Further information on the fair can be found at [http://www.careers.ox.ac.uk/careers-fairs/](http://www.careers.ox.ac.uk/careers-fairs/). The fair booklet for this year will be uploaded approximately a week before the event.

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**FindAPhD LIVE**  
Tuesday 23rd October, 12.00 - 15.00, Town Hall.

Are you considering PhD study? FindAPhD LIVE! OXFORD is a great opportunity to meet over 30 top universities from across the UK and overseas and find out what PhD opportunities are available to you. Discuss your options, get research proposal advice and find out what PhD study is really like by attending our talks programme. Best of all – it’s completely free to attend. Register now and you could even win a £1,000 study bursary!

This event is organised by FindaPhD. Register via the FindAPhD website:  
[https://www.findaphd.com/events/signups/?eventId=67](https://www.findaphd.com/events/signups/?eventId=67)

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Researchers @ Science, Engineering and Technology Careers Fair  
Saturday 27th October, 10.00 - 11.00, Examination Schools.

Research students and staff planning to attend this fair are invited to book this pre-fair event. We will hear from an employee of the exhibiting companies about their recruitment priorities, what people find most interesting in their daily activities, and the work-place culture. Through questions and discussion, you will learn more about what companies value in a doctorate and/or academic research experience and what the transition involves.

The second half of our session will focus on how to get the most from the Careers Fair, including asking insightful questions and building relationships with organisations that interest you. Time permitting, we will discuss any questions you may have about job search strategies, networking or applications.

To book please go to Career Connect.  
Further information on the fair can be found at [http://www.careers.ox.ac.uk/careers-fairs/](http://www.careers.ox.ac.uk/careers-fairs/). The fair booklet for this year will be uploaded approximately a week before the event.

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**Science Policy and Communications Panel at Science Careers Fair**  
Saturday 27th October, 12.15 – 13.00, Examination Schools.

Keen to use your scientific experience to influence the agenda or get crucial messages out? Come along to learn from three people whose early careers span policy and communication roles in diverse private and public sector organisations. We will hear brief highlights of their working lives, and what helped them get into their current jobs, before opening the floor for discussion. Bring your questions!

No need to book, just turn up on the day.
**Week Four**

**Insight into Academia Seminar: Should I do a postdoc?**

Tuesday 30th October, 13.00 - 14.00, The Careers Service (56 Banbury Road).

If you’re aiming aim for a career in research, securing a postdoctoral research position may seem to be the logical next step to build on your doctorate. In some – though not all – fields of academic research, having postdoc experience is a requirement for higher-level jobs, though it still doesn’t guarantee future success in securing a permanent academic position. So is postdoctoral research worth pursuing?

This seminar is an opportunity to pause and ask some important questions: How can a postdoc support my academic progression most effectively? What value is a postdoc for those considering working in sectors beyond academia? What do I need to have in place to ensure that the postdoc period is as productive from a career perspective, as well as meeting the research aims? The seminar will propose strategies to help you consider this decision, and understand both the conditions in which a postdoc could work well for you and viable, attractive, alternatives.

To book please go to Career Connect.

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**Researchers @ Internship Fair**


This session focuses on how to get the most from the Careers Fair, ask insightful questions and build relationships with organisations that interest you. It aims to give researchers a better understanding of the value of internships, and how to organise one that will fit into your available time and enable you to explore new areas of work.

To book please go to Career Connect.

Further information on the fair can be found at [http://www.careers.ox.ac.uk/careers-fairs/](http://www.careers.ox.ac.uk/careers-fairs/). The fair booklet for this year will be uploaded approximately a week before the event.

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**Fellowship Applications and Interviews workshop for research staff**

Thursday 1st November, 14:00 – 17.30, Richard Doll Lecture Theatre

This workshop is organised by Oxford Research Staff Society (OxRSS) in collaboration with Research Services and the Careers Service. It is for postdocs and other research staff thinking about fellowships or preparing an application. The first half focuses on interpreting guidelines for the written application, and the second on fellowship interviews. You will have opportunity to practice your interview skills in small peer groups, with guidance from facilitators.

To book a place please email: lorraine.mumtaz@dtu.ox.ac.uk

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**Week Five**

**Insight into Academia Workshop: Is a PhD right for me?**

For Research Assistants and Masters Students.

Tuesday 6th November, 09.30 - 12.30, The Careers Service (56 Banbury Road).

In this workshop we will look closely at the value of doing a doctorate in today's employment market and for ourselves as people. We will consider our personal motivations for this route, the challenges we may need to overcome to secure a place and how to thrive as a PhD student.

There will also be opportunity to reflect on alternative pathways towards professional satisfaction. Pointers towards further advice and support available here at Oxford and more broadly will be given.

This event must be booked. To reserve a place please go to Career Connect.
**Academia or Beyond? Keeping your options open**  
**Tuesday 13th November, 09.00 - 12.30, The Careers Service (56 Banbury Road).**

Are you considering a career change? Wondering if you are employable and/or what you might be giving up?

In this workshop we will explore your understanding of the pros and cons of staying in academic research, whether and how you prepare to move to another sector (or combine aspects of academia with another role) and what you feel you might be risking in making this move.

In small groups, you will
* become familiar with an evidence-informed framework for assessing a potential career move,
* think about how to use this in your current roles,
* develop some practical strategies to assist decision-making.

**To reserve a place please go to Career Connect.**

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**Insight into Academia Seminar: How do REF, TEF and KEF affect an academic career?**  
**Tuesday 13th November, 13.00 - 14.00, The Careers Service (56 Banbury Road).**

The Research Excellence Framework, the Teaching Excellence Framework and the proposed Knowledge Exchange Framework are bringing changes to the way that the work of higher education institutions is measured and rated, with implications for academics and their career progression.

This session provides an overview of what each of the frameworks means for early career researchers and the type of skills and experience they will need to thrive in the changing academic landscape.

**To reserve a place please go to Career Connect.**

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**Week Seven**

**Using Social Media to Enhance your Career Prospects**  
**Monday 19th November, 13.00 – 14.00, The Careers Service (56 Banbury Road).**

Nine out of ten recruiters use LinkedIn to find candidates and 75% of hiring managers look at LinkedIn profiles before deciding on a hire. Writer’s digest says “Consider ways to use Twitter, Tumblr, Facebook, LinkedIn and Instagram to help support your book concept”. Tips, tricks, benefits and risks.

This is a general Careers Service event which is open to all students and researchers. The workshop “Effective job searching, networking and your digital identity” (22nd November, below) looks more closely at how researchers can apply these tools and related skills to their career development.

**Registration is essential for this event. To reserve a place please go to Career Connect.**

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**Alumni and Researchers @ Jobs for Mathematicians**  
**Tuesday 20th November, 15.00 - 16.00, Maths Institute.**

It isn’t only the financial and academic or teaching world that is hungry for employees with advanced mathematics skills. Increasingly, commercial, government and not-for-profit sector players of all kinds are keen to employ highly numerate, analytical and creative thinkers to understand and predict trends, plan and develop strategy and deliver smarter and more efficient solutions. This session focuses on how to present your skills and experience to employers at the fair and beyond.

Further information on the fair can be found at [http://www.careers.ox.ac.uk/careers-fairs/](http://www.careers.ox.ac.uk/careers-fairs/). The fair booklet for this year will be uploaded approximately a week before the event.
Effective job searching, networking and your digital identity  
Thursday 22nd November, 13.00 – 16.00, The Careers Service (56 Banbury Road).

The use of digital media to develop your professional profile, to network and to find a job is more important today than ever before. This interactive workshop looks at the best ways to:

- review and enhance your online academic and professional profile
- utilise your existing digital networks and develop new networks for new career opportunities
- maximise your profile and networks to find exciting job opportunities.

Please note: it is essential to bring a laptop with you for this workshop.

To reserve a place please go to Career Connect.

Communication Skills for Researchers: Improv Workshop  
Tuesday 27th November, 16.00 – 18.00, The Careers Service (56 Banbury Road).

Are you looking to improve your interviewing, presentation and networking skills? Do you sometimes struggle to communicate effectively when you’re in the spotlight?

This 2-hour masterclass will use improvisation techniques to boost your ability to respond spontaneously in stressful situations. It will help you deal with the unexpected and feel more confident to think on your feet. You will have the option to practice different techniques in a supportive environment.

The session will be led by actor and trainer Joel Gatehouse (https://www.joelgatehouse.com/), who has extensive experience of running improvisation workshops.

To reserve a place please go to Career Connect.

Leveraging your PhD or Postdoc for Policy Roles  
Tuesday 4th December, 13.00 – 16.00, The Careers Service (56 Banbury Road).

This session is designed to delve deeper into the links between research skills and those needed to excel in a policy role. The aim is to help you identify what you already have in your bank of experience, as well as your technical and broader, ‘soft’ skillset, that is of value to policy-making organisations. We will discuss how to build on these assets in your current roles at Oxford, and how to communicate their relevance to best effect through professional networking and job applications.

We will be joined by several mid-career professionals whose experience spans academic research and policy roles, some with a natural science focus and others working in organisations with a social sciences and humanities orientation.

To reserve a place please go to Career Connect.