

## **Career Development Support for Researchers**

### **Introduction**

The Careers Network provides support to Postgraduate Research Students and Research Staff. Whether your desired career is in academia or elsewhere in industry, in the commercial sector, charitable organisation or even if you would like to set up your own business; we are committed to supporting you with careers guidance, advice and information to enhance your career decision making and smooth employment transition.

The following key areas of career activity are detailed below:

- **Career management** – what do you want to do next?
- **CVs and application writing** – how to make them effective and secure you an interview
- **Interviews** – how to improve your interview performance and increase your chances of being offered the job
- **The STAR(R) Technique** – an essential technique to make answering skills or competency based questions easy
- **Researcher Career Contacts** – contact LU doctoral graduates and past research staff to gain information about their job role and/or employer (valuable information to support your career decision making)
- **Career workshops for Researchers** – a range of workshops to support your career development
- **Online Information** – a variety of links to essential information for researchers to support your career development.”
- **Research Staff Mentoring Scheme** – enhance your personal and professional impact as a researcher and clarify your career direction

### **Career Management**

#### **What career path are you likely to follow?**

- Progressive in a chosen occupation or organisation?
- Several jobs simultaneously?
- A diverse and varied career?

#### **Whatever path you take you will need to know:**

- What it is that motivates you (what you want)
- What job options are available (there are more than you think)
- What is going on in the labour market (new jobs types being created daily)

## **The first steps on your career path can be identified by:**

- Booking a 45 minute consultation with the Careers Adviser supporting Researchers
- Completing the [on-line Career Management module](#)
- Attending the [Career Management Workshop](#)
- Referring to the [Career Route Planner](#)

## **Applications and CVs**

### **Before writing your application or CV**

- Check the application procedure to identify what is required - application form completion, CV attached, covering letter?
- For on-line applications, check for any word count restrictions
- Research the job role
- Research the organisation
- Refer to the Researcher Career Contacts database – is there an alumni researcher working in this role or organisation who could provide valuable information?
- For each requirement, make some brief notes identifying how you match the requirement eg. “undertaken research - PhD/Researcher at LU “, “teamworking” – “PGR committee rep/research project team member”
- Consider what you will say about criteria you do not 100% match
- Recognise level of skill, experience or knowledge required eg. “ability to ....”, “experience of ....”, “substantial knowledge of ...”

### **Whilst writing**

- Analyse the job description and person specification
- Identify the key requirements
- Start writing in the order of the requirements for the job (person spec, referring back to job description)
- Provide evidence, not just statements eg. “Gained excellent oral communication skills from presenting at conferences”, or “received positive feedback from delegates when I explained complex technical information clearly” rather than “I have oral excellent communication skills”
- Use STAR(R) to answer skills/competency based questions (see below)
- Make it easy for the reader to find the information they are seeking – eg. use their words, provide signposts, use clear headings
- More general guidance for writing applications and CVs can be found in our [leaflet](#)

## After writing

- If writing a CV, refer to the CV Checklist available in the [Make Applications](#) section of our website
- Double check against person and specification job description, has anything been missed?
- Ask for feedback – from your Careers Adviser, friends or colleagues. Remember it is your application/CV everyone will have a different opinion, you can choose to use what suggestions are made or not
- Proof read, proof read, proof read

## Academic applications

Guidance and examples are available on [Vitae's website](#) (<https://www.vitae.ac.uk/researcher-careers/researcher-cv-examples>)

## Covering letter for academic jobs

Access useful guidance from jobs.ac.uk (<http://www.jobs.ac.uk/careers-advice/cv-templates/1629/academic-cover-letters>)

## Applications for industry/commercial sector

- Follow suggestions in Applications and CVs section above
- Additional considerations:
  - Describe your experience in *their* language
  - Demonstrate your commercial awareness
  - Use STAR(R)
    - More useful information from Target jobs (<https://targetjobs.co.uk/careers-advice/applications-and-cvs>)

## Interviews

### Interview Preparation

- For general advice on preparing for interviews see the information given in the [Interviews](#) section of our website. For further information for Researchers see below.
- [Book an appointment](#) with the Careers Adviser for Researchers for an interview coaching session to practice before the interview.
- Attend the [Successful Interviews for Researchers workshop](#)
- Review specific information for researchers below
- Make contact with a Researcher Career Contact in a similar role or organisation to ask for interview preparation tips

Whatever the context you should prepare:

- Yourself - review your CV and your application form.
- Your knowledge of the organisation – what are their strengths, how does their business fit with your background and expertise, who are their competitors?
- Your knowledge of the position – what can you offer, what skills and experience do you have which make you a winning candidate.

## **Academic Interviews**

- Expect to meet academics from the department and at least one from another research field – find out all you can about those on the interview panel, the research team and the institution
- Refer to the job description to identify key requirements – you will be asked questions about these. You can draft answers to skills based questions in advance using the STAR(R) technique (see below)
- Questions will focus on your research to date, your teaching experience, what technical or specialist knowledge you have, your administrative ability, and how you see your research developing in the future
- Increasingly academic roles request experience of sourcing funding, publications and conference attendance – prepare and practice answers to these questions so that you look comfortable answering them
- You may be required to give a presentation on a set topic - bear in mind the audience and ensure the presentation is at an appropriate level of detail
- In preparation, talk to lecturers in your department about their interview experiences and use this information to inform and improve your interview performance

Typical academic interview questions could include:

- What interests you most about your research?
- Describe how you typically approach a project?
- What problems have arisen and how have you resolved these?
- If you could change your research in any way, what would you change?
- How would your supervisor evaluate your work?
- What methodologies have you chosen and why?
- To what extent is your research a team project?
- Where does your research fit in with other work in this area?

## Moving into industry/commercial sector

- [Telephone interviews](#) are becoming more popular for initial screening
  - Second interviews may include assessment activities, eg. online tests, group exercise, presentation, as well as a panel interview
  - Refer to the job description to identify key requirements – you will be asked questions about these. You can draft answers to skills based questions in advance using the [STAR\(R\) technique](#)
  - Review your application and CV – this has resulted in your interview invitation, the panel will want to know more about what you have said on your application, do not be tempted to provide a lot of new information.
  - If you are asked to give a presentation, bear in mind the audience and ensure the presentation is at an appropriate level of detail
  - When moving sectors it is vitally important to have a good knowledge of the job roles, the organisations, their competitors and a reasonable level of [commercial awareness](#).
  - You will need to provide convincing answers to questions about your reasons for wanting to move sectors and give examples explaining your transferable skills
  - Strengthen your answers by explaining how what you have to offer benefits the organisation
- Questions you ask the panel

If you've done sufficient research you will have identified some questions, the answers to which will help you make up your mind about whether the job is for you, if you are offered it. Asking some questions of the panel shows interest and that you have done your research – always ask some questions.

You might want to ask:

- about training once you are in the post.
- how the company/research unit sees itself developing.
- how many other researchers/staff will be in your unit.
- what sorts of opportunities there might be for secondment to other departments.
- what would be the main tasks expected in the first six months.

It is not appropriate to ask questions about holiday entitlement and benefits at this stage.

## The STAR(R) Technique

- A useful tool to answer competency based questions (examples below)
- Using this to answer questions (on your application or at interview) to provide comprehensive and concise answers
- The second 'R' is a new addition, it may be useful for some situations or you could end with 'R' for Result

## Examples of competency/skills based questions

- Tell us about a time you have successfully worked as part of a team.
- Provide an example of where you have analysed a large amount of complex data, how you achieved this.
- Describe a time when you have demonstrated excellent time management skills.
- We are looking for problem-solvers. How do you solve problems?

## Using STAR(R) to answer questions:

<u>S</u> ituation:	when/where – set the scene
<u>T</u> ask:	the goal, aim or challenge
<u>A</u> ction:	what you did/your role
<u>R</u> esult:	the outcome
<u>R</u> eflection:	what did I learn

## Some notes:

- See the examples below, these help explain the use of STAR
- Remember if you are demonstrating your ability to work in a team make sure you talk about the action YOU took (not the team)
- Results need to be as quantifiable as possible, something that can be referred to or looked up if necessary
- You can use the table below to build your STAR answers

## Academia STARR examples

<i>Job spec criteria</i>	<i>Situation</i>	<i>Task</i>	<i>Action</i>	<i>Result</i>	<i>Reflection</i>
Teaching skills	University of Southampton  Post-Doctoral Research Associate	<ul style="list-style-type: none"> <li>• Lecture PhD students and UG students in C++ programming language</li> </ul>	<ul style="list-style-type: none"> <li>• Created course materials</li> <li>• Delivered lectures</li> <li>• Assessed students' work</li> <li>• Ran discussion groups</li> </ul>	<ul style="list-style-type: none"> <li>• 95% pass rate over 3 years</li> <li>• Student award</li> </ul>	<ul style="list-style-type: none"> <li>• Learnt how to design and delivery effective learning to a range of students to high standards</li> </ul>
Research funding experience	University of Bath  Research Assistant	<ul style="list-style-type: none"> <li>• To secure funding for 2 years from EPSRC to continue Systems Methodology research</li> </ul>	<ul style="list-style-type: none"> <li>• Supporting construction of EPSRC bid</li> <li>• Co-presented to funding committee</li> </ul>	<ul style="list-style-type: none"> <li>• Funding secured and project commenced</li> <li>• 4 research papers</li> <li>• 3 co-authored</li> <li>• 1 sole author</li> </ul>	<ul style="list-style-type: none"> <li>• Learnt to work collaboratively</li> <li>• Experienced difficulty of successful bid writing</li> </ul>

## How to translate into application or interview answer

### Teaching experience

As a Lecturer in IS at Southampton University I was responsible for delivering modules in C++ programming to both undergraduate and postgraduate students. To achieve this I created course materials, delivered lectures, assessed students' work and supervised students' projects. Over a three year period I achieved a 95% pass rate and one student received an award for their high quality work.

### Industry STAR examples

Job spec criteria	Situation	Task	Action	Result
Project Management	Loughborough University  Research Associate	To manage research project to be completed on time and within budget	<ul style="list-style-type: none"><li>• Created project plan</li><li>• Identified milestones</li><li>• Managed resources and personnel</li><li>• Monitored progress</li></ul>	<ul style="list-style-type: none"><li>• Project delivered on time and to budget</li><li>• Funding for further project awarded as a result</li></ul>
Team working	University of Bath  Research Assistant	To work with interdisciplinary team to deliver research findings on project	<ul style="list-style-type: none"><li>• Organised team meetings with members from different locations</li><li>• Operated IT equipment to include off-site contributions</li></ul>	<ul style="list-style-type: none"><li>• Team members met each other face to face or virtually</li><li>• Good team relationships developed</li></ul>

## How to translate into application or interview answer

### Managing a complex project

Whilst completing my PhD at Loughborough University I was responsible conducting research in \*\*\* and delivering results to meet submission, conference and publication dates. To achieve this I created a project plan, plotted milestones, managed resources and personnel and monitored progress. As a result of my excellent project management, I was able to submit my PhD thesis ahead of the three year timeframe.

### Creating your STAR(R) stories

- These can be collected and prepared in advance of application completion or interview attendance
- Identify your areas of experience eg. jobs, PhD completion, area of interest, voluntary work

- Think about key competences for roles you wish to work in and start creating your STAR(R) stories
- It's useful to have two or three examples for the same competency, so that you can choose which is the most appropriate to use

### **Preparation and practice**

- Practice your answers by talking through your STAR(R) stories, either to yourself or by answering questions from others
- You could record yourself and listen to your responses (be kind to yourself!)
- Take care not to just remember answers that you will just regurgitate, they will sound stilted

## **Researcher Career Contacts**

Ever wondered what jobs Doctoral Graduates and Past Research Staff of Loughborough University go on to do? Here is your chance to find out...

To make informed decisions to pursue a successful career people need two key areas of knowledge - self-awareness and job and employer information. To assist with the latter, the Careers Network at Loughborough University has created a new database of opportunities whereby you can access Past PhD and Research Staff Career Contacts (Alumni of the university). These career contacts work in a variety of roles in Higher Education Institutions, industry or commercial or government organisations, both in the UK and overseas.

### **Why have Career Contacts?**

The purpose of career contacts is to provide information to current students and research staff about the various possibilities and career progressions available to them. Career contacts provide information about themselves which is then made available in a short anonymous career profile which can be viewed via Careers Online – visible only to Loughborough students, graduates and staff.

The anonymous profiles includes information about their academic career path and current job, providing a useful insight for those considering a similar career or wanting to find out more about a particular occupation or employer.

### **What are the benefits for you?**

As a current postgraduate research student or member of research staff you will be able to gain an insight into a variety of academic and industry/commercial sector careers from Alumni who have had similar educational or work experiences at Loughborough University. It will also be an opportunity for you to extend your professional network and gain information to aid your career planning. By building links with professionals in a range of fields and sectors you will also be better placed to identify new personal and professional development opportunities.

## How to gain access to these Career Contacts?

In order to access their profiles fully, you will need to log onto the Careers Online portal:

<http://dev.lboro.ac.uk/services/careers/students-and-graduates/access-careers-help/careers-online-how-to/>

From this page either select, the 'Student' or 'Research Staff' login that is applicable to you. This will take you into a home page whereby you need to select 'Find Vacancy' under the 'Jobs and Opportunities' tab along the top. Once into this page, scroll down to the 'Opportunities Type' in the left hand menu, click on the 'Past PhD and Researcher Contacts' box and then click 'Search'. This will then filter the current contacts.

## What to do once you are interested in a Career Contact?

Once you have identified a 'Past PhD or Researcher' career contact/s you would like to speak to you will need to book a 20 minute appointment with Eve Uhlig to obtain detailed contact information. In order to do this contact a member of the Information Team on 01509 222039 or [careers@lboro.ac.uk](mailto:careers@lboro.ac.uk).

**Please quote the unique reference number for the career contact/s you wish to discuss.**

## Career workshops for Researchers

**Career Management** - Labour market forces are increasingly uncertain, unpredictable and volatile; with changes in sector make-up, economic climate and technological advances having an impact. This workshop will investigate how you can manage your career in a turbulent labour market ensuring you can weather labour market changes and make the most of opportunities that come your way.

**Dates** – Tuesday 8 March 2016 10.00am-12.30pm, Graduate House

**Effective Job Applications (Academic and Industry)** - Competition for both academic and industry jobs is ever increasing; therefore, making effective applications is essential. In the workshop we will learn handy CV writing tips, analyse an academic and/or industry sector job description and gain an understanding of how to 'sell' your skills and experience effectively in well-presented applications.

**Dates** – Tuesday 12 April 2016, Graduate House

**Successful Interviews** - Learn how to increase your confidence and performance (and ultimately success) at interviews. Attending this workshop will provide an understanding of what recruiters seek, increase your awareness of your own interview style and improve your preparation for and performance at interviews and an opportunity to practice before facing an employer.

**Dates** – Tuesday 26 January 2016 2.00pm-4.30pm and Tuesday 7 June 2016 10.00am-12.30pm, Graduate House

**Networking for Careers** - Networking works magically. Creating good networks is essential to finding job opportunities and identifying career options. People often lack confidence or knowledge to network effectively. In this workshop we will investigate what networking is, uncover your personal networks and build confidence in initiating contact through practical activity.

**Dates** – Tuesday 3 May 2016, Graduate House

**Marketing your Research Skills** - Do you recognise the value of your research skills to employers? Marketing yourself appropriately is essential in today's job market. In this workshop we will recognise the value of self-knowledge to career management and increase your awareness of how to market yourself effectively in applications and at interviews

**Dates** – Tuesday 23 February 2016 10.00am-11.30am and Tuesday 21 June 2016 2.00pm-3.30pm

[Book](#) via the Graduates School website

## Websites

### General careers information

[www.careers.lon.ac.uk](http://www.careers.lon.ac.uk) - virtual careers library with resources for postgraduate researchers and information for Contract Research Staff

<http://www.strath.ac.uk/careers/pgr/resources/> - a researcher's guide to academic and non-academic job resources and guidance on job-seeking.

[www.windmillsonline.co.uk/interactive/index.html](http://www.windmillsonline.co.uk/interactive/index.html) - Peter Hawkins' on-line virtual career coach for help with managing career development.

[www.aiuto.net/uk.htm](http://www.aiuto.net/uk.htm) - a guide to 155 British websites dedicated to job search, professions, schools, vocational training, universities and research. Set up with the support of the EU.

[www.vitae.ac.uk](http://www.vitae.ac.uk) - providing training and development for researchers and the research support community

[http://www.sheffield.ac.uk/polopoly\\_fs/1.7532!/file/download.pdf](http://www.sheffield.ac.uk/polopoly_fs/1.7532!/file/download.pdf) - "University Researchers and the Job Market" a guide to aid career management and decision making.

### Research Councils Websites

[www.rcuk.ac.uk](http://www.rcuk.ac.uk) - Research Councils UK - strategic partnership of the UK's seven Research Councils

[www.ahrc.ac.uk](http://www.ahrc.ac.uk) - Arts & Humanities Research Council (AHRC)

[www.bbsrc.ac.uk](http://www.bbsrc.ac.uk) - Biotechnology & Biological Sciences Research Council (BBSRC)

[www.epsrc.ac.uk](http://www.epsrc.ac.uk) - Engineering & Physical Sciences Research Council (EPSRC)

[www.esrc.ac.uk](http://www.esrc.ac.uk) - Economics & Social Research Council (ESRC)

[www.mrc.ac.uk](http://www.mrc.ac.uk) - Medical Research Council (MRC)

[www.nerc.ac.uk](http://www.nerc.ac.uk) - Natural Environment Research Council

[www.stfc.ac.uk](http://www.stfc.ac.uk) - Science and Technology Facilities Council

## Professional/Higher Education Related Websites

[www.eurodoc.net](http://www.eurodoc.net) European-wide federation representing doctoral candidates and junior researchers at a European level in matters of education, research, and professional development of their careers

[www.npc.org.uk](http://www.npc.org.uk) The National Postgraduate Committee is a charity to advance, in the public interest, postgraduate education in the UK, made up of postgraduate student representatives from educational institutions with postgraduate students. The website provides information relating to all aspects of postgraduate study and also has links to a wide range of relevant websites.

[www.premia.ac.uk/](http://www.premia.ac.uk/) Developed for disabled research postgraduates includes a wide range of careers and employability related resources, now incorporated into Vitae.

[www.ucu.org.uk/](http://www.ucu.org.uk/) - information for research staff of the University and College Union Website.

[www.hefce.ac.uk](http://www.hefce.ac.uk) - funding councils, with a section on Research.

[www.jiscmail.ac.uk](http://www.jiscmail.ac.uk) - electronic discussion list with on-line resources for researchers.

## Sector Specific Resources

[www.fdf.org.uk](http://www.fdf.org.uk) – food & drink federation with searchable employer section.

[sciencecareers.sciencemag.org/](http://sciencecareers.sciencemag.org/) The Science magazine contains articles, case studies, careers advice and links to vacancy sources for scientists.

[www.mariecurie.org](http://www.mariecurie.org) The Marie Curie Fellowship Association website has a useful careers section, as well as a listing of research post funded by Marie Curie Fellowships.

[www.unep-wcmc.org](http://www.unep-wcmc.org) – United Nations Environment Programme - Biodiversity and conservation organisations.

[www.who.int/civilsociety/en/](http://www.who.int/civilsociety/en/) - nongovernmental and voluntary bodies who work in partnership with the World Health Organisation.

[www.agcas.org.uk/agcas\\_resources/79-Beyond-the-PhD](http://www.agcas.org.uk/agcas_resources/79-Beyond-the-PhD) on-line audio career stories for arts and humanities research staff and students.

[www.ukspa.org.uk](http://www.ukspa.org.uk) - UK Science Park Association.

## Vacancy Websites

### Post Graduate and Academic focussed Job Sites in the UK

**ACU** - [www.acu.ac.uk/about-us/vacancies/](http://www.acu.ac.uk/about-us/vacancies/)- Current vacancies with the Association of Commonwealth Universities

**Find a PhD** - [www.findaphd.com](http://www.findaphd.com) Database of postdoc and university jobs, also details of Masters, PhDs and Professional doctorates.

**Find a Post Doc.com** - [www.findapostdoc.com](http://www.findapostdoc.com) Searchable database for postdoctoral research opportunities.

**Jobs.ac.uk** - [www.jobs.ac.uk](http://www.jobs.ac.uk) International job listings for academics, administrators, support staff, researchers and technicians.

**PhD Jobs** - [www.phdjobs.com](http://www.phdjobs.com) A dedicated website for PhD holding job searchers in the UK. Includes: searchable jobs vacancy list, CV posting, recruiter profiles, newsletter

**Prospects.ac.uk** - [www.prospects.ac.uk](http://www.prospects.ac.uk) The UK's main graduate careers website containing vacancy information, links to international recruitment websites and general help with CVs, covering letters and interview preparation.

**Recruitment & Employment Confederation** - [www.rec.uk.com](http://www.rec.uk.com) provides links to recruitment agencies across the UK, includes a search function.

**Research Gate** - [www.researchgate.net/jobs/research](http://www.researchgate.net/jobs/research) offers tools tailored to researchers' need. You can find new research contacts in people performing in the same field or in different fields using the same techniques as you do. ResearchGate connects researchers and information.

**Research is Cool** - <http://www.researchiscool.com/search.asp> jobs database (UK & international) for early career researchers. Includes information on funding opportunities.

**Science Recruitment Group** - <http://www.srg.co.uk/pages/default.aspx> specialises in vacancies within the Biotechnology and Pharmaceutical industries.

**Strathclyde University HECSU** - [http://www.hecsu.ac.uk/graduate\\_jobsearch\\_online.htm](http://www.hecsu.ac.uk/graduate_jobsearch_online.htm) - a researcher's guide to academic and non-academic job resources and guidance on job-seeking'.

**The Times Higher Education Supplement** - [www.thes.co.uk](http://www.thes.co.uk) includes academic and academic & related vacancies within academic institutions.

## **Jobs and Postdoctoral Positions in Europe**

**Academic Jobs EU.com** - [www.academicjobseu.com](http://www.academicjobseu.com) is an independent company with the sole objective of facilitating recruitment and providing career related services to European Academic Institutions.

**Association Bernard Gregory (ABG)** - [www.abg.asso.fr](http://www.abg.asso.fr) – for anyone who obtained a PhD in the last six years and who is looking for employment in France, Belgium, UK and Japan.

**Association of Common Wealth Universities** - [www.acu.ac.uk](http://www.acu.ac.uk) A site search for 'vacancies' provides links to sites for seeking job opportunities in Commonwealth universities.

**European Commission** - [ec.europa.eu/unitedkingdom/index\\_en.htm](http://ec.europa.eu/unitedkingdom/index_en.htm) includes information on how to work with the EU.

**European Science Foundation** - [www.esf.org/](http://www.esf.org/) includes social sciences and humanities.

**European Space Agency** - <http://www.esa.int> postdoctoral research fellowship programmes in a variety of disciplines related to space science, space applications or space technology.

**International Unit**- [www.international.ac.uk](http://www.international.ac.uk) Global Opportunities for UK Higher Education designed to encourage students and scholars to spend time in higher education institutions in countries other than their own.

**Marie Curie Fellows Association** - [mcfa.eu](http://mcfa.eu) useful careers section as well as a listing of research posts funded by Marie Curie Fellowships which provides European placements for pre and post-doctoral researchers, usually up to the age of 35, and for experienced researchers. Any scientific discipline.

**Researchers Mobility Portal** - [ec.europa.eu/euraxess](http://ec.europa.eu/euraxess) for researchers looking for work in Europe. Provides job vacancies, a section for posting your CV and a range of other career resources. Includes a link for a similar portal for Canada.

## Jobs and Postdoctoral Positions in the USA

**Academic 360** - <http://www.academic360.com> an American site, a meta-collection of internet resources for the academic job hunter. Includes sections on UK, Canada and Australia

**After College** - [www.aftercollege.com](http://www.aftercollege.com) Career network for college students and recent graduates (first degree and grad students). You can browse by industry and location for PhD and postdoctoral opportunities. US and Canadian focus but includes jobs overseas. Has wizards for salary and cost of living.

**About.com Alternative Careers for PhDs** a US site offering advice and resources for PhDs interested in non-academic jobs.

**American Association for the Advancement of Science** - [sciencecareers.sciencemag.org](http://sciencecareers.sciencemag.org) dedicated to careers (academic and otherwise) in science. You can get information and advice on issues like funding and career planning as well as vacancies and opportunities for funding, postdoctoral research opportunities and jobs.

**Canadian Research Mobility Portal** - [www.infoexport.gc.ca/science/eu\\_RMP-en.htm](http://www.infoexport.gc.ca/science/eu_RMP-en.htm) Research Portal with a focus on Science and Technology but features many useful links valuable for a broad range of disciplines.

**Chronicle of Higher Education Careers** - [chronicle.com/search/jobs](http://chronicle.com/search/jobs) - vacancy listings for academic and non-academic jobs for PhDs. Also articles on careers.

**Fulbright Commission** - [www.fulbright.co.uk](http://www.fulbright.co.uk) - a UK / USA educational exchange, offering Fellowships and postgraduate awards to UK or EU citizens resident in the UK to study, lecture or pursue research in the United States.

**University of Illinois Careers Service (Graduates)** - [www.grad.uiuc.edu/careerservices](http://www.grad.uiuc.edu/careerservices) great handouts, articles and useful links providing an insight in HE/Research opportunities in the USA from the University of Illinois careers service web site.

**Lindemann Trust Fellowship** - <http://www.esu.org/programmes/scholarships/clergy/lindemann-trust-fellowship> for graduates of exceptional promise in pure and applied science to undertake postdoctoral research in the USA for one year. Fields include Astronomy, Biophysics, Chemistry, Engineering, Mathematics and Physics. Administered by the English Speaking Union (ESU).

**PhDs.org** - [www.phds.org](http://www.phds.org) comprehensive portal for PhDs in the sciences. Includes job vacancies, salary indicators and much more.

**Post Doc Jobs** - [www.postdocjobs.com](http://www.postdocjobs.com) searchable vacancy list, information about scholarships and fellowships. Very comprehensive section on writing resumes.

**University of Virginia** - [www.career.vt.edu/WebSites/International.html](http://www.career.vt.edu/WebSites/International.html) links to recruitment sites all over the world.

## Jobs and Postdoctoral Positions in the Rest of the World

**Association of Commonwealth Universities** - [www.acu.ac.uk](http://www.acu.ac.uk) A site search for 'vacancies' provides links to sites for seeking job opportunities in Commonwealth universities

**Australian Research Council** - [www.arc.gov.au](http://www.arc.gov.au) funds fellowships for researchers at postdoctoral level to undertake research of national and international significance, and to broaden their research experience.

**Australian Universities** - [www.australian-universities.com](http://www.australian-universities.com) General information about Australian universities

**Careers in Africa** - [www.careersinafrica.com](http://www.careersinafrica.com) brings together high calibre graduates, MBA's and professionals seeking careers in Africa with leading multinational and regional companies.

**Crown Agents** - [www.crownagents.com](http://www.crownagents.com) An international development company providing direct assistance, consultancy and training for public sector modernisation, particularly in financial management, procurement and logistics. Formerly a British public corporation which transferred to the private sector as a limited company in 1997 - owned by a new entity, The Crown Agents Foundation. Members of the Foundation are companies and other international organisations with a keen interest in our activities.

**Department for International Development (DFID)** – [www.dfid.gov.uk](http://www.dfid.gov.uk) Civil Service, includes links to consultancy & research contracts

[www.jobs.ac.uk](http://www.jobs.ac.uk) – International job listings for academics, administrators, support staff, researchers and technicians.

[www.mbajobs.net](http://www.mbajobs.net) - an international services for MBA students and graduates.

**Prospects.ac.uk** - The UK's main graduate careers website

[www.prospects.ac.uk/links/countries](http://www.prospects.ac.uk/links/countries) - Country Guide - useful resource if you are thinking of working overseas or for international students returning to their home country.

[www.prospects.ac.uk/links/abroad](http://www.prospects.ac.uk/links/abroad) - Main resource page for investigating work or study abroad

**University of London** - [www.careers.lon.ac.uk/iijo](http://www.careers.lon.ac.uk/iijo) International Jobs Online, a wealth of useful information for those wanting to return home to their own country. For country-specific information, look under "Careers Advice", "Overseas".

**“Graduate Job Search Online”** from Strathclyde University HECSU known previously as Guide to Job Search on the Internet “ at [http://www.hecsu.ac.uk/graduate\\_jobsearch\\_online.htm](http://www.hecsu.ac.uk/graduate_jobsearch_online.htm) featuring evaluated web links to global search resources.

**UK – India Education Research Initiative (UKIERI)** - [www.ukieri.org](http://www.ukieri.org) Research Fellowships

**United Nations** [www.un.org](http://www.un.org) United Nations Home Page and [jobs.un.org](http://jobs.un.org) Jobs

**World Health Organisation (WHO)** [www.who.int/en](http://www.who.int/en) The 'Employment' link on home page leads to a page of jobs in which the latest vacancies appear furthest down the page.

'Programmes' lists all divisions and offices of WHO, along with current programmes

[www.who.int/civilsociety/en](http://www.who.int/civilsociety/en) World Health Organisation Civil Society link provides useful info on NGO partners

**World Bank** - [web.worldbank.org](http://web.worldbank.org) Careers Home page & Job Vacancies (via FAQs or Search function)

## Labour Market/Employer Surveys

[www.incomesdata.co.uk](http://www.incomesdata.co.uk) - IDS is an independent research organisation providing information and analysis in key areas across the employment field

<http://www2.warwick.ac.uk/fac/soc/ier/> The Warwick Institute for Employment Research is one of Europe's leading centres for research in the labour market field.

[www.employment-studies.co.uk](http://www.employment-studies.co.uk) The Institute for Employment Studies is an independent, national centre of expertise on productivity, manpower planning and labour market change

[www.labourmobility.com](http://www.labourmobility.com) - good country-specific labour market information.

*Loughborough University Careers Network is not responsible for the content or accessibility of external links. A link from our website does not imply endorsement.*

## Research Staff Mentoring Scheme

This scheme offers the opportunity for Research Staff to be matched to someone further in their career with a view, via regular meetings, to clarifying career direction, whether this lies within or external to academia.

Further details can be found on the [Research Office](#) website.

Loughborough University consistently wins awards for its excellent support to students across the University; this includes support from the Careers Network. The University confirms its support to providing careers guidance, advice and information to researchers by employing a dedicated Careers Adviser. This wide range of services is available to support your career journey, whatever your stage in your career.