



Loughborough
University

Careers Network

Career Development Planner for Research Staff

www.lboro.ac.uk/careers/research-staff

Knowing
myself

Forward
planning

Maximising
opportunities

Exploring
options



Career Development Planner for Research Staff

A guide to support all stages of your career journey

Making a start

- Increase your self knowledge
 - *What type of work inspires you?*
 - *What are your strengths?*
 - *What would be your ideal job?*
- Attend a **Career Management Workshop** or complete the online **Career Management for Researchers** module on LEARN
- Make an appointment with your dedicated Careers Consultant to consider career options
- Start to build networks with team members, colleagues in the department, people working in similar fields
- Read a copy of the “*Concordat*” (it supports your career development activities)
- For research/academic careers – familiarise yourself with the Vitae Researcher Development Framework and plan your professional development
- Make use of development opportunities:
 - *Careers Network and the Research Office*
- Build your transferable skills portfolio
- Draw on the expertise of established academics by becoming a mentee in the **Research Staff Mentoring Scheme**
- Attend careers fairs and employer presentations

Exploring options and opportunities

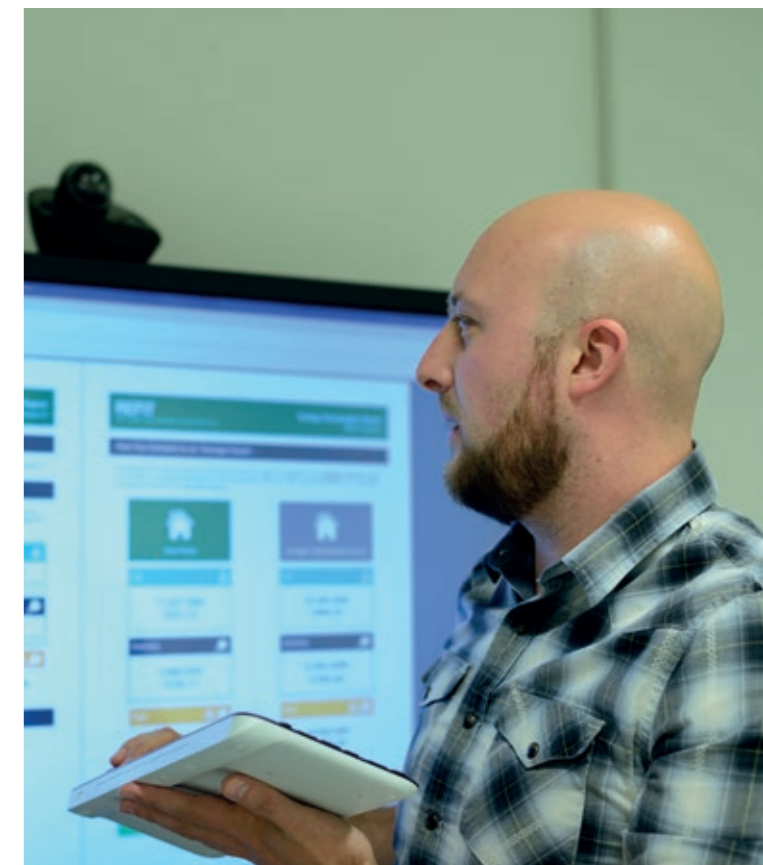
- Consider your options fully:
 - *Academia – Researcher, Lecturer, Management*
 - *Research careers outside academia – numerous and varied*
 - *Industry or commercial – relevant or not to your research discipline*
 - *Other – from interest, NGO, policy*
- Seek guidance from your dedicated Careers Consultant:
 - *Clarify career options*
 - *Identify experience/skills development requirements*
 - *Identify your unique selling points*
- Read “*What Do Researchers Do?*” series of publications (Vitae) www.vitae.ac.uk/impact-and-evaluation/what-do-researchers-do
- Make contact with LU Researcher Alumni via the Lboro Connect www.lboro.ac.uk/lboroconnect
- Identify job families you are interested in pursuing
- Investigate these roles and be selective
- Consider whether you need to expand your experience or skills portfolio
- Expand your network
- Consult the Careers Network vacancies database via Careers Online www.lboro.ac.uk/careers/online
- Make use of development opportunities:
 - *Careers Network and the Research Office*
- Attend conferences to expand your network, become comfortable talking about your research and promote your research externally
- Attend careers fairs and employer presentations

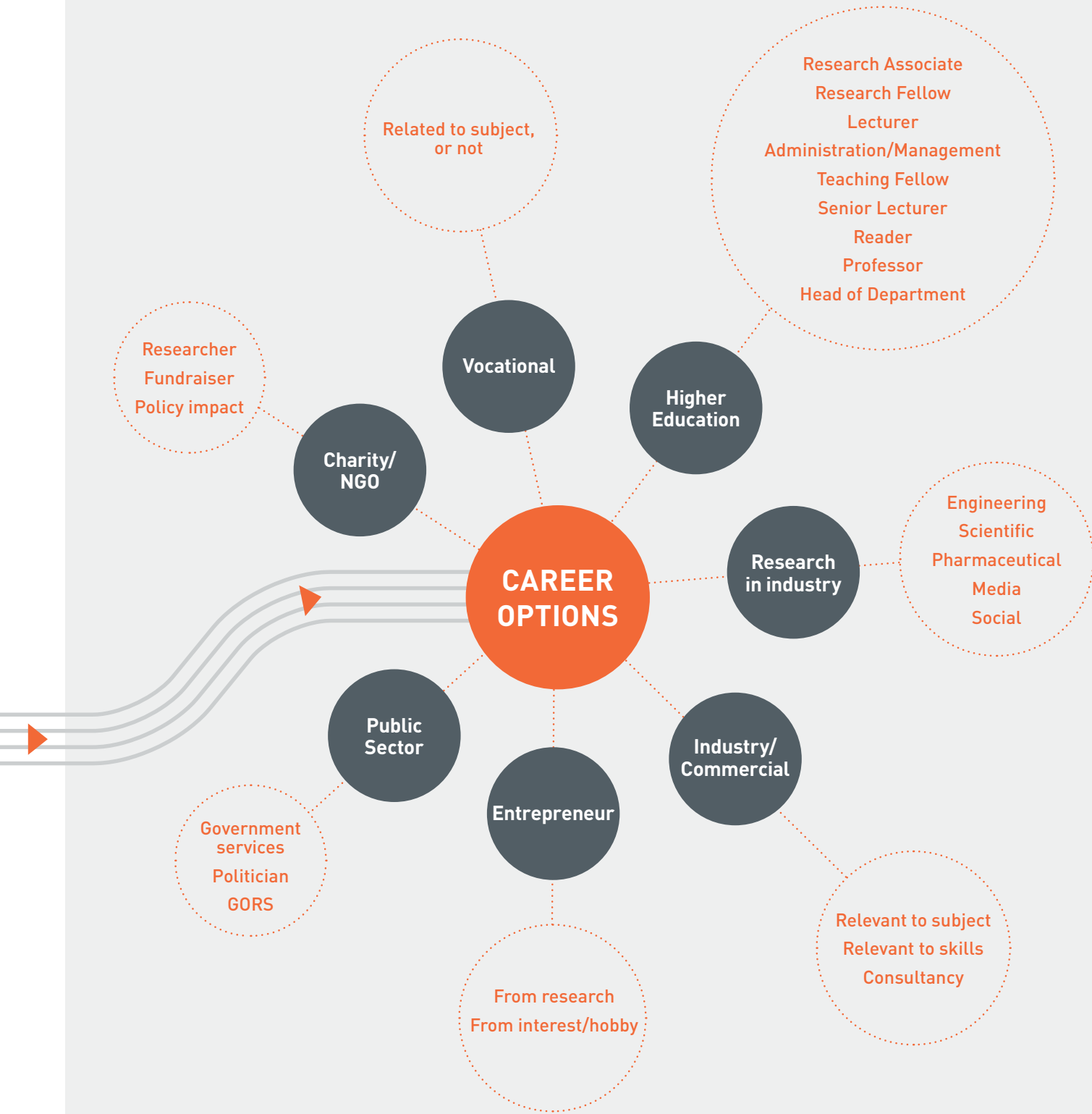
Career progression

- Career advancement:
 - *Identify requirements of more senior roles*
 - *Develop additional expertise and skills*
 - *Proactively build your networks*
 - *Promote yourself and your work (physically and via social media)*
- Career management for life:
 - *Regularly review your career opportunities and desires*
 - *Keep up to date with what’s happening in your field of research*
 - *Identify new areas of interest*
 - *Grow your networks*
- Career change:
 - *Arrange to shadow someone in a job you are interested in doing or knowing more about*
 - *Arrange information interviews with people whose jobs interest you*
 - *Identify experience/skills gaps and plan to develop them*
 - *Make decisions*
 - *Nurture your networks*
- Make as many appointments as you need with your dedicated Careers Consultant, who will support you through the job search process, for:
 - *Career choice clarification*
 - *Information*
 - *CV/application support*
 - *Interview coaching*

Planning and preparation are key:

- Start early – it’s never too early, but often too late
- Make the best use of valuable time to find the best fit career for you
- Identify any skills gaps and investigate how to develop what you require
- Increasing competition is inevitable – be prepared
- Market your high level skills well
- Make use of the wealth of resources available to you
- Be confident – you have a lot to offer
- Finding a good career match involves considerable research – but this will be easy, because this is what you do and are good at!





Careers Network

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Book an appointment with our dedicated Careers Consultant via Careers Online at www.lboro.ac.uk/careers/online or telephone the Information Team on (0)1509 222039

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