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Pronouns: she/her

Yale's Office of Career Strategy

What do we offer?

Advising
One-on-one advising
Virtual "Quick
Questions"
Career advising
Grad School advising
Workshops
Animated Advice

Exploring
Career Resources
Employer Events
Weekly Newsletter
Website
Funding
Networking
Summer Programs

Today We Will Cover:

- OCS Offerings including Common Good & Creative Careers
- Active vs. Passive Job Search
- Developing a Target List
- Informational Interviews
- Summer Funding
- Highlighting a few of the OCS Resources





Yale Office of Career Strategy

- Supports Yale students interested in pursuing careers that make a difference and encourage their creativity.
- Mission: To ensure that every Yale student exploring a career in Nonprofit, Government, Education, the Arts, & Communications are aware of the many resources available.

- Over 100 programs annually
- 50-55% CGCC industry-Summer
- 35-40% Nonprofit/Gov-PostGrad
- CGCC monthly newsletter, CGCC seniors seeking newsletter
- Merit based fellowships & the Summer Experience Award

Office of Career Strategy

Who Are You?

Communities

Get Advice

Get Prepared

Jobs & Internships

Get Connected

Outcomes

About OCS Environment, Sustainability & Energy









Travel
Reimbursement
for Seniors...

OCS Career Fairs/Consortiums

- Georgetown Nonprofit & Government Expo Friday, February 18,
 Virtual
- All Ivy Environmental & Sustainable Development Career Fair Friday, February 25, 10am-3pm, Virtual
- **DCImpactlink** Early March, TBD, Virtual
- Common Good & Creative Careers Fair, Friday, March 4, 1-4pm, Virtual

Job Function vs. Industry

Job Function

- Indicates a particular skillset or role
- Examples: Research, Project Management, Sustainability, Writing/Editing, Marketing

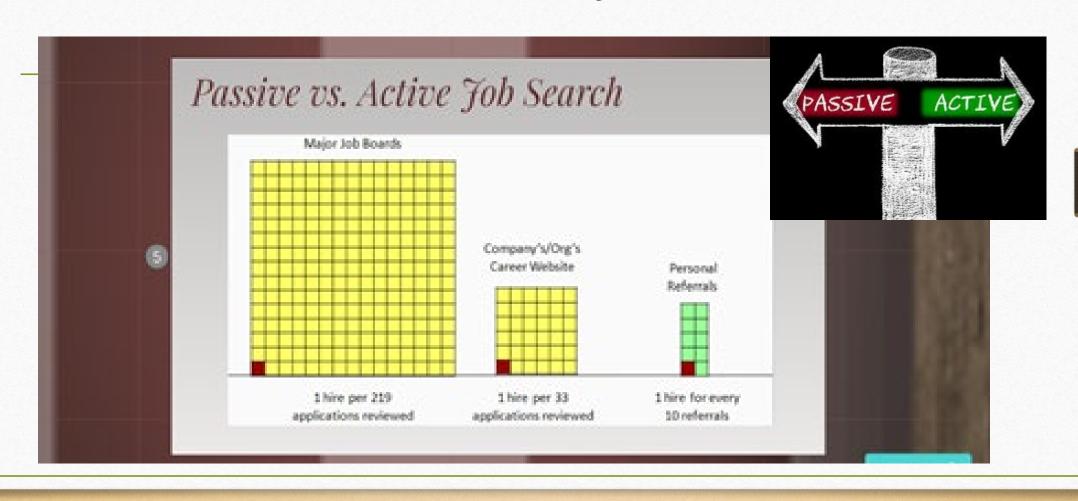
The Job Function can stay with you across various industries.

Industry

- Indicates a particular environment or domain
- Examples: Education, Renewables, Healthcare, Sustainable Investing, Environmental Consulting

Look @ OCS Outcomes Data & Search Environmental Job Boards for examples

Passive vs Active Job Search



Dual Approach to the Search

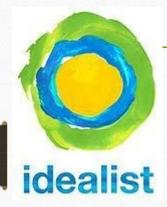
Target List: 20-40 employers

- Yale Career Link (peer lists, employer directory), Outcomes data
- All Ivy Career Fair site, LinkedIn, Glassdoor, OCS External Career Resources
- Create in Excel, use tabs if multiple industries

Job Search Engines / Boards

- Yale Career Link jobs module (Yale Preferred Partners)
- CareerShift
- Specific Industry Sites
- Create email alerts on all relevant search engines

Industry Specific Job Search Engines



GreenBiz







80,000 HOURS



GREEN DREI Building your green d

Target List / Networking Process

Keep track of everything in Excel!

Compile list of 20-40 employers

Find a contact for each employer

Reach out to those contacts for Informational Interviews

Identify Contacts for your Target List

Start with:

- Family, Friends & Faculty
- Past Jobs/Internships
- Professional Organizations



Build with:

- Yale Career Link's Peer Networking Lists & Employer Directory
- LinkedIn Alumni Page
- Yale Cross Campus
- CareerShift Contacts



Target List Example – Excel helps to track all of your correspondence

Α	8	Ç	D	E	F	G	Н	Total	- 3	K	Les	1.
Organization Name	Website	Contact Name / phone #	Email Address	Correspondence 1	Corr. 2	Corr. 3	Additional Recommended Contacts					
American Red Cross	many, redcross.org	Javona Braxton / 212-777-8787	javona.braxton@redoross.org	sent Javona email - 8/1/18	followed up 9/1/1	conversation on 9/	15/recomm	ended I spe	sak to her o	colleague, A	lina and cor	anect
Amnesty International	www.amnesty.org	Anniken Thue	anniken@aya.yale.edu	emailed on 7/20/18	Anniken responde	spoke on 8/1/18	recomm	ended I rea	ch out in 6	months		
Ashoka	nrunw.ashoka.org	Jennifer Vogt; Yashweer Singh	jvogt@ashoka.org; yashveen@a	rshoka.org						- P. C. C. C. C.		
Bill & Melinda Gates Founda	www.gatesfoundation.org	Olga Kovaleva	info@gatesfoundation.org; olg	a.kovaleva@gatesfoundation	Lorg							
Brennan Center for Justice	marw.brennan.law.nyu.edu	Tony Brown	brownt@brennan.law.nyu.edu	sent Tony an email on 9/15/	1 set up mag for 10/2	0/18						
Brookings institution	www.brookings.edu; hrjobs@	Michael Hansen	mhansen@brookings.edu; hrjo	bs@brookings.edu; internshi	ps@brookings.edu							
Children's Defense Fund	unuw.childrensdefense.org	Austin Sowa: 202-662-3585	asowa@childrensdefense.org									
Echoing Green	www.echoinggreen.org; dian-	Dianalynn Bodero	hr@ethoinggreen.org; dianalyr	nn@echoinggreen.org								
FHII 360	graphy.fhi360.org	Brittany Virgil	bvirgil@fhi360.org									
Human Rights Watch	www.hrw.org; fellowship@hr	Adam Coogle	cooglea@hrw.org; fellowship@	Phrw.org								
Immigrant Justice Corps	mmw.justicecorps.org	Leyda Taveras	Itaveras@justicecorps.org									
Natural Resources Defense	www.nrdc.org	Marsha Figaro	hr@nrdc.org; nrdcinfo@nrdc.or	g: mfligaro@nrdc.org								
One Acre Fund	www.oneacrefund.org	Jillian Joseph; Divya Bisht	jillian.joseph@oneacrefund.or	g; oaf.recruiter@oneacrefund	t.org							
Open Society Foundations	www.opensocietyfoundation	Ellen Patton	ellen,patton@opensocietyfour	ndations.org								
Peace Corps	www.peacecorps.gov	Katrina Bowser (NEW CONTACT	kbowser@peacecorps.gov									
Robin Hood Foundation	anaw.robinhood.org	Penny Morgan	humancapital@robinhood.org;	morgan@robinhood.org								
TOC	anaw.tdconp.org	Megan Carter	mcarter@tdcorp.org									
United Nations Foundation	www.unfoundation.org	Emily Sullivan	esullivan@unfoundation.org									
Wounded Warrior Project	www.wpundedwarriorproject	Eric Rivera	info@woundedwarriorproject.	org erivera@woundedwarrio	orproject.org							

INFORMATIONAL INTERVIEW

Networking: building relationships with people who have similar interests/skills to work towards the same goal.

What will you get out of the process?

- Learn more about the industries that interest you most at this point
- Identify various roles within organizations
- Be on someone else's radar when an opportunity crosses his/her desk
- OCS Website's Informational Interviewing Page includes: steps for how to set these up; sample email requests; sample questions to ask

Networking Continued...

Informational Interviewing is a powerful networking tool where you will learn about various career paths and build relationships for the future. Although an informational interview may lead to a job offer, that is not the primary goal. The focus is to learn about the person's organization, their role and the path they took to get there.



How do I approach the informational interview?

*Action Item: Make a list of 3-5 people you can think of right now that you would like to reach out to.

The Introduction

- "Hi! My name is LeAnne. Joe Chow gave me your name and number and said you were the person I should talk to."
- I'm a Yale student interested in your field. I'd like the chance to hear about your work experience and your organization's activity.

The Ask

- Might you be available to meet via zoom for around 25 minutes at a time that is convenient to you to discuss your work and career? I would love to have a chance to hear your story and learn from your experience.
- Check out all of our sample informational interview requests at ocs.yale.edu sample cover letters & correspondence page

Summer Funding

- Yale's Summer Environmental Fellowship
- Yale Students Grants Database
 - Many summer fellowships / use the filters to find the right fit
 - Deadlines as early as February
 - Position does not need to be secured to apply
- Allow time to research opportunities since many fellowships require letters of recommendation



Summer Experience Award (formerly the Domestic Summer Award)

- For first years, sophomores and juniors on Yale financial aid.
- <u>A US-Based Experience:</u> \$4,000 for a secured, approved unpaid or underfunded (\$1500 or less) summer opportunity with one of the following: nonprofit including non-profit Universities; government entity including public Universities; non-governmental organization (NGO); Arts Apprenticeship; or Science, Laboratory, or Other Research Opportunity.

OR

- An International Experience: \$6,000 for a secured, approved unpaid or underfunded (\$1500 or less) summer opportunity with one of the following: nonprofit organization including non-profit Universities; for-profit company; government entity including public Universities; non-governmental organization (NGO); Arts Apprenticeship; or Science, Laboratory, or Other Research Opportunity.
- Students that have previously used their SEA are not eligible



Developing a Plan of Action – Post Graduation or Internship

- 1. Determine your summer or post-graduate goals and interests
- 2. Review your application materials (resume/cover letter)
- 3. Read the Career Strategy Newsletter for upcoming career events and opportunities
- 4. Develop your Target Lists
- 5. Find opportunities in Yale Career Link and many other online resources
- 6. Network!
- 7. Meet with an OCS adviser with any questions along the way
- 8. Apply to positions of interest continue applying until you accept a position (then, withdraw your candidacy from any other positions you've applied to)



OCS Online Resources

- *All Ivy Fair Website
- *Peer Networking Lists
- *Outcomes Data
- *LinkedIn Yale Alumni
- *Employer Directory
- *Career Shift
- *Networking Resources on OCS site

