Our Purpose & Your Expectations

Career Planning is a process. Your meeting will focus and move you on to the next stage in the process. From the meeting you will get help in planning and taking charge of your next step.

What Now?
- Complete an ‘Appointment Form’, available at www.tcd.ie/Careers/contact/contact_us_students.php.
  Also available at Reception, Careers Advisory Service, 2nd Floor, 7-9 South Leinster St.
- Use “Starting Points” overleaf, and take the necessary action before your meeting, e.g. if you have no idea about what you would like to do complete some reflection using “Plan your Career” (www.tcd.ie/Careers/resources/plan_your_career.php)
- Come prepared with your questions and research to your meeting.

Checklist of questions to ask yourself
- What am I good at?
- What do I enjoy doing?
- What type of environment would I like to work in?
- Do I know what type of work I would like to do?
- What matters most to me in work?

What is a Guidance Meeting for?
- Useful if you need more personal career guidance and help with interview preparation.
- Examples of topics covered:
  - CVs / LinkedIn profile, applications for job and study
  - customising work experience for a job
  - disclosure of health problems / weak exam results
  - pros & cons of time out vs postgrad study
- This meeting will last up to 20 minutes.
- Use the “Starting Points” before your meeting to help you make the most of your time with your consultant.

Have you attended a CV Clinic?
- Get your CV checked by a Careers Consultant
- You will be given feedback on your CV. It is not a starting point to create your CV. For help on creating your CV see ‘Write your CV’ (www.tcd.ie/Careers/students/jobsearch/apply/)
- Please bring a printed version of your CV with you.
- Drop in service - first come, first served. Approx 4-5 students per hour.
- Meetings last for 10 minutes
- CV templates available on CAS website.
Prospects Career Planner  www.prospects.ac.uk/

- Encourages you to identify your skills, interests and motivations.
- Presents you with your Personal Profile.
- Identifies a list of occupations to which you might be suited.
- Explores occupations in some detail (duties, salary etc).
- Offers suggestions on making job applications.
- You will need to register with ‘My Prospects’ to avail of this.

STARTING POINTS

Where do I start?

- Careers Service website  (www.tcd.ie/Careers)
- ‘Options’ Newsletters (www.tcd.ie/Careers/news/newsletters.php)
- ‘Careers Service Guide’ (Take Away - Careers Information Centre)

What can I do?

- Check out what is open to you with your degree - ‘Your Degree ... What Next?’ (www.tcd.ie/Careers/students/degree/)
- “Profiling for Success” - Online resource for TCD students only (www.tcd.ie/Careers/profiling_for_success/)

Postgrad Study - Which? Where? Course?

- Careers Service Website (www.tcd.ie/Careers/students/advice/postgraduate_study.php)

  Ireland
- gradireland.com (gradireland.com/further-study)
- Irish Research Council (www.research.ie)

  UK
- Prospects (www.prospects.ac.uk/postgraduate-courses)

  Europe
- Ploteus.net (ec.europa.eu/ploteus/)

  USA
- Petersons Guides (Careers Information Centre & www.petersons.com)
- Fulbright Ireland Awards (www.usembassy.ie)
- Fulbright Commission (www.fulbright.ie)
CVs / Application Forms - Getting them right

- Attend Careers Service Workshops - See range of workshops (www.tcd.ie/Careers/events/)
- Careers Service Guide
- Careers Service Website (www.tcd.ie/Careers/students/jobsearch/apply/)
- Gradireland.com (gradireland.com/graduate-jobs/)
- Prospects (www.prospects.ac.uk)

Jobs. What’s available? What do they entail?

- Attend Company Presentations (www.tcd.ie/Careers/events/#employerevents)
- Apply to vacancies (www.tcd.ie/Careers/vacancies/)
- Take-Away Publications in Information Centre
- Employer Websites (www.tcd.ie/Careers/resources/employers/)
- Gradireland (gradireland.com)
- ProspectsWeb (www.prospects.ac.uk)

Presentations / Closing dates

- Consult “Events” section (www.tcd.ie/Careers/events/)
- Join us on Facebook (facebook.com/TCD.Careers.Service)
- Follow us on Twitter (twitter.com/TCDCareers)
- Connect with us on LinkedIn (Tinyurl.com/LinkedIn-TCD-Connecting)
- Check your College email for updates!

‘What have I missed’ / ‘What am I missing’

- Careers Website (www.tcd.ie/Careers)
- ‘Options’ newsletter (www.tcd.ie/Careers/news/newsletters.php)
- Check your College email for updates!

How do I plan to take action?

- Careers Service website: (www.tcd.ie/Careers/students/plan_your_career.php)