

## World Café 9/25/2019 Event Results

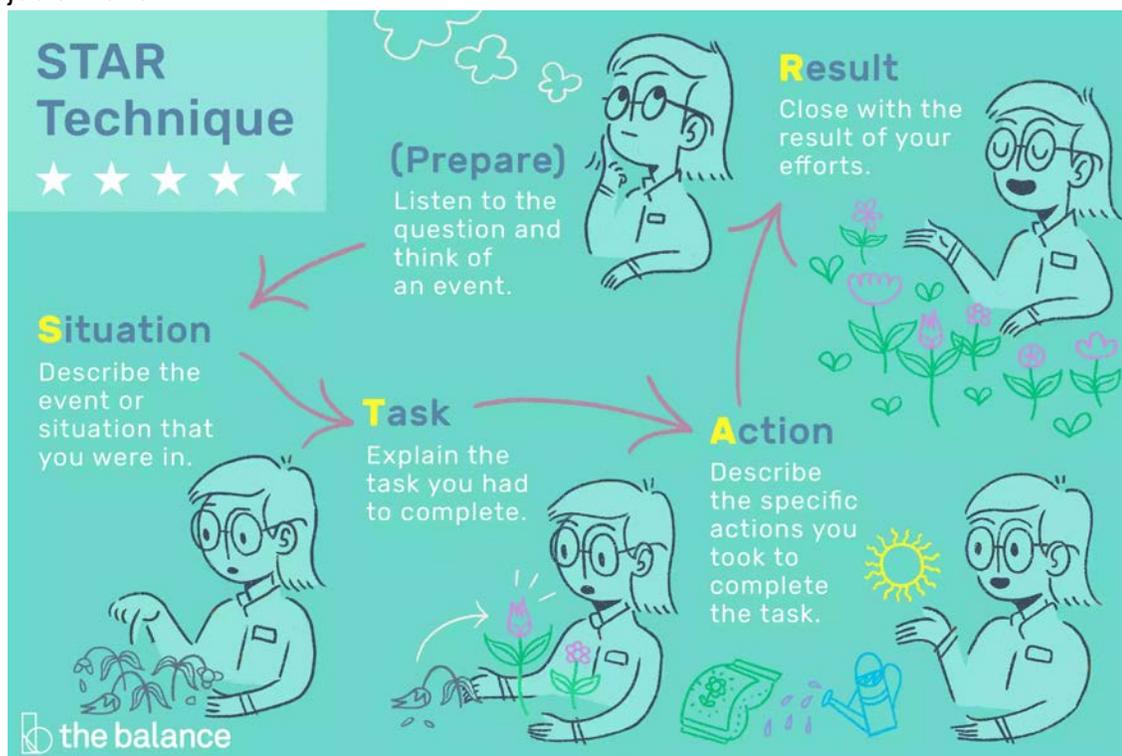
### Topic Summaries

#### Working in a Virtual World

- It's a self-disciplined job
  - You report to a computer
- Pros:
  - Flexibility
  - Travel
  - No commute
- Cons:
  - Less social interactions
  - Lonely lunches

#### How to Prepare for an Interview

- **S.T.A.R. Technique:** Using this method of answering interview questions allows you to provide concrete examples or proof that you possess the experience and skills for the job at hand.



1. **(Prepare)** – Listen to the question and think of an event.
2. **Situation** – Describe the event or situation that you were in.
3. **Task** – Explain the task you had to complete.

4. **Action** – Describe the specific actions you took to complete the task.
  5. **Result** – Close with the result of your efforts.
- Use a Mirror for phone interviews – nonverbal cues are important and even more so in a phone interview. Your facial expressions change the qualities of your voice that can be heard by the interviewer.
  - Interviewers look for how well you communicate and your ability to learn – you don't need to know everything, but you do need to be able to learn
  - You are on a stage. From the moment you leave your home you are on Stage. You never know who you will meet.
  - Ask “Smart” questions – do your homework on the company before planning questions. You should not ask anything where the answer is on the website.
    - What are the top priorities of this role?
    - What are the top 3 biggest challenges for the person coming into this position? What are the most important skills for position?
    - What attracted you to this company?
    - What would you like the person in this role accomplish in the first 6 months to 1 year?

## How to find Research & Internship experience

- Ask lab instructors
- Ask Professors
- Use LinkedIn
  - Connect with various people *on campus and in Industry*
- Use Handshake *before and after an interview*
- Do your homework for an interview *to find out more about the company and the Department to ask intelligent questions*
- Attend a lot of career fairs
- Have a good GPA
  - At CSUN, 16 units can be retaken and the old grade expunged. Then, there are an additional 12 units where the average of a retaken classes is recorded.
  - Depending on the academic institution's policy, grades from previous academic efforts may or may not be included in your GPA.
  - For returning students, there may be opportunities to minimize the effects of youthful poor grades. Contact your academic advisor.
- Network
  - Can help when you have a lower GPA
  - Your network might recommend you based off of your skill sets instead of GPA
- When attending a tour, thank your tour guides
  - Use LinkedIn or email.
  - If you are interested in a position let them know
- When you have a task, finish on the deadlines and to the best of your abilities. *Do not make promise that you cannot keep.*
- When applying for internships, a majority of the time the questions tend to be behavioral

## How to Find a Job in Your Field

- Join a professional society student chapter (Ex: SWE, SHPE, NSBE, ASME, ASCE, etc )
- LinkedIn
  - Post items that differentiate you from everyone else
- When mentoring with a company, come prepared with a list of questions
  - Ask questions of things you would like to learn about

## Networking via LinkedIn & in Person

- Follow Companies that you are interested in
- 10 Basic Steps to get started on LinkedIn
  - Upload Professional Photo
  - Add your industry and location
  - Customize your LinkedIn URL
  - Write a compelling summary/ bio
  - Describe your experience
  - Add at least 5 skill sets
  - Add awards, special projects, certifications, & volunteer experience
  - Connect with 50+ contacts
  - Set your career interests
  - Turn ON “let recruiters know you are open”
- Consider upgrading to Premium for the duration of your job search.
- Ask for recommendations
- Ask yourself, what are appropriate posts
  - You want professional posts on LinkedIn

## Salary Negotiation

- Always ask
- Things to negotiate
  - Salary
  - Vacation/ Sick leave
  - Start Date
  - Sign-on Bonus
  - Relocation
  - Advancement ladder – steps and duration
- Do your research

## Work-life Balance

- Set boundaries
- Work will always be there
- You won't lose your job if you set boundaries
- Better to be respected than liked
- When you go to bed, turn off your phone

- Don't bring your phone to the table/meals
- Prioritize
- Communication/ negotiation
- Set Goals for yourself
- Search of the right job
- Work wisely
- Know when to say "No"
- Maternity/paternity leave – duration and paid?
- Family leave – sick child, parents, etc.

## WISE World Café Questions and Answers

### 1. Do you feel respected in this field?

- Yes, we feel respected in this field. However, respect always has to be earned, it is not given. I earn the respect of my peers, subordinates, and management by hard work. Every time you change jobs, it has to be earned again.
- Sometimes female STEM workers do feel the pressure to be better than their male counterparts to keep/earn that respect.
- Years of experience working in the field and having a college degree in a STEM field helps set a baseline for respect from colleagues.

### 2. How does one continue to better oneself for future jobs?

Always embrace new opportunities. Even if the project is not really interesting to you. You will learn new things about the company, the field, and people.

- Keep learning and keep pushing yourself. Once you are comfortable, you are stagnant.
- Interview every once in a while, even when (and especially when) you don't want the job. This will keep your interviewing skills sharp and give you honest feedback when you have nothing to lose.
- Keep an open mind and seek to learn from anyone and everyone each day
- Find mentors, up, down and across your position. Mentors outside your company and within can be valuable.
- Develop a reputation for collaboration.
- Continue your education
- Volunteer for new positions.
- Learn to take any failures as a learning opportunity.
- Find mentors associates in professional societies and Society of Women Engineers. Network at the meetings. Offer to serve as an officer.
- Mentor someone else.
- Get your professional engineering license if it is appropriate for your technical field.
- Volunteer for company committees such as the Recreation Committee. It sounds weird but the HR and even the CEO know your name.

### 3. What has been the hardest part of going from academia to the work field?

- When transitioning from college to the workforce, the hardest thing for me was finding that you would not always have a teacher or mentor. You are expected to do some learning on your own. You can check your thoughts with your boss, but can't expect them to tell you how to do everything.
- When transitioning from working in academia to working in industry, I believe the biggest issue is the realization that most companies are cutting back on advanced research in today's economy.
- Time management to be able to work a full-time 8 to 5, 5 days a week job.
- Academia just opens the door to start a job but actual learning comes from On Job Training at work. Also, there is a big difference between theoretical concepts and the real work environment.

- One of the BEST parts is all the free time outside of work, rather than having to do homework!
- Projects never seem to have an end.
- Projects take LONGER than a quarter or a semester.
- Projects that you thought were done, come back around again with more work to do or with questions you thought were answered.

**4. How can WISE be beneficial to a male student?**

- WISE can benefit male students because many of the issues affecting women also affect men. Understanding how to address issues is gender independent.
- Events like the World Café are open to both male and female students. Also, supporting women (and any underrepresented group) in a field you are in, only helps to make everyone better by pushing for the best minds, regardless of external features, to all come to the table.
- Absolutely. Participation in WISE and the Society of Women Engineers (SWE) can be beneficial. There are beginning and mid-career SWE webinars that are free for members.
- You'll also meet people who are interested in advancing diversity.

**5. What are the main goals, objectives, and purpose of WISE?**

- By celebrating the past accomplishments of women in STEM we can encourage others to achieve. By providing resources to today's women in STEM, we aspire to keep them engaged in the field and support those coming in. By working with women who aspire to be in STEM we can help support their early years in the field so we reduce attrition.
- WISE encourages women to build careers in the fields of science and engineering; to advance in their careers; to preserve the story of women who have pioneered in the science and engineering disciplines; and to inform leaders and educators about the contribution that women make in these important fields.
- See the WISE Foundation here: <https://library.csun.edu/WISE/AboutCampbell>

**6. What WISE accomplishment has been achieved that was set as a goal within a 5-year period?**

- The WISE Endowment has been in place since 2009. During that time several scholarships have been given to STEM major students that worked at the Oviatt Library.
- The WISE Endowment has an internship for a CSUN STEM student to work with the board.
- Most recently the WISE Endowment has provided a stipend for a research fellow to conduct research to assist our mission. This "visiting" scholar program focuses on CSUN women graduates early careers. What worked for them. How many stayed in STEM Careers. Starting modestly, we offered academic release time for the equivalent of one semester to a CSUN professor.
- Through the years WISE has sponsored programs such as annual Pi Days, speed mentoring, role-model speakers, documentary viewing, Work Cafés, and panel discussions to expose students of all ages to diversity in STEM fields.