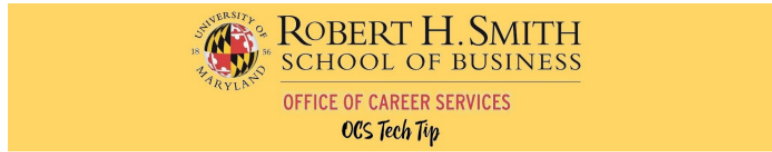


Log In: SSO, Click Students & Alum Login, Fill Out Job Seeking Status



## Tell us About Your Career Search Status

Log into [HireSmith](#)

**Hi Katie!**  
**Post Masters**  
Please tell us about your plans

- Pending job
- Accepted job
- Sponsored job
- Own Venture
- Staying in current role
- Seeking Employment
- Continuing Education
- Postponing job search
- Not seeking for other reasons

© Why are we collecting this data?

If you have received a job offer but have not accepted it yet, complete this form about the job.

You've accepted a job offer! Congratulations! Let us know about it here.

If your employer is paying for your education, please tell us.

Starting your own business? Tell us about it here.

If you are planning to stay in your current job, tell us about it here.

If you are still looking for the perfect job, let us know here so we can help you.

If you are pursuing another degree, tell us about it here.

Not looking for a job at this time? Just let us know here.

Click on the accurate statement regarding your post-graduation outcome or intentions.



# Smith Office of Career Services



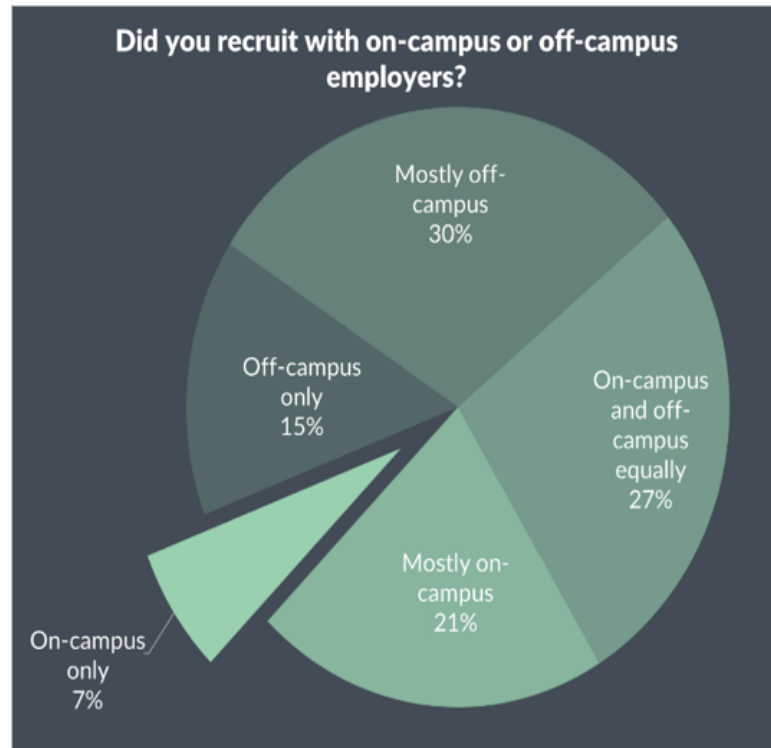
# Alumni Welcome



# Welcome to Spring 2025 OCS MS Orientation!



# Here is an important insight....



**ONLY 7%** of students who successfully landed a job relied on **ONLY** on-campus recruiting to connect with potential employers

# You cannot “cram” your career efforts like you might for a test

226  
hours

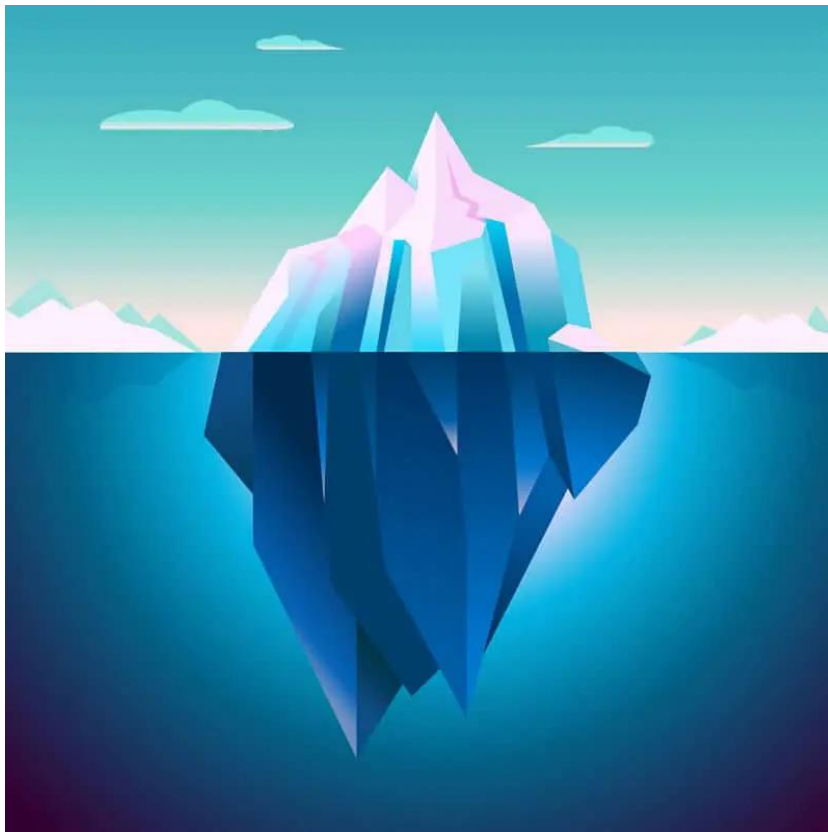
6 months

7-9 hours  
per week



Next  
 Tomorrow  
 Later  
 NOW

# Today's Business Masters career search is so much more than applying to job postings



20%

80%

The “hidden job market” -- jobs that are filled from sources other than applications to job postings

# Here are some lessons alumni shared regarding navigating this DIFFERENT job search

## ***Tips For A Successful Search***

Be comfortable talking about yourself

Soft skills are just as important as hard skills

Create a targeted resume and cover letter for EACH job

Build relationships with alums

Practice, Practice, Practice

## ***Common Mistakes***

Assuming good grades will get you a job

Waiting for companies to come to campus to interview you

Applying on-line to *any and every* job

Focusing just on big companies

Avoiding networking or targeting only HR / Recruiting Reps



# Here are some lessons alumni shared regarding navigating this DIFFERENT job search

## ***Tips For A Successful Search***

Be comfortable talking about yourself

Soft skills are just as important as hard skills

Create a targeted resume and cover letter for EACH job

Build relationships with alums

Practice, Practice, Practice

## ***Common Mistakes***

Assuming good grades will get you a job

Waiting for companies to come to campus to interview you

Applying on-line to *any and every* job

Focusing just on big companies

Avoiding networking or targeting only HR / Recruiting Reps



# Degree vs. Career Mindset

(Beyond B-School)

<b>Degree Mindset</b>	<b>Career Mindset</b>
<ul style="list-style-type: none"><li>• “I worked hard for 2 years; employers can obviously see that.”</li></ul>	<ul style="list-style-type: none"><li>• “I must provide evidence for the skills I’ve cultivated over the course of my degree.”</li></ul>
<ul style="list-style-type: none"><li>• “The goal of grad school is to graduate.”</li></ul>	<ul style="list-style-type: none"><li>• “The goal of grad school is to improve my value to employers.”</li></ul>
<ul style="list-style-type: none"><li>• “My grades speak for themselves.”</li></ul>	<ul style="list-style-type: none"><li>• “A grade means nothing if I can’t back it up with skills, work ethic, and real-world value.”</li></ul>
<ul style="list-style-type: none"><li>• “I don’t need to prepare for interviews because my classwork already sets me apart.”</li></ul>	<ul style="list-style-type: none"><li>• “Employers expect more from me because of my degree and I should be well-prepared to continue to distinguish myself.”</li></ul>

# Degree vs. Career Mindset

(Beyond B-School)

<b>Degree Mindset</b>	<b>Career Mindset</b>
<ul style="list-style-type: none"><li>• “I’m pretty sure I’ll get exactly the job I want right away because of my degree.”</li></ul>	<ul style="list-style-type: none"><li>• “It will take patience, flexibility, and resilience to reach my goal. I’ll need to continue preparing and gain experiences all along the way.”</li></ul>
<ul style="list-style-type: none"><li>• “Someone without an MS degree won’t have a shot at this job.”</li></ul>	<ul style="list-style-type: none"><li>• “The person who can show the most value to the company will get the job, regardless of the degree.”</li></ul>
<ul style="list-style-type: none"><li>• “Interviews should be easy for someone like me.”</li></ul>	<ul style="list-style-type: none"><li>• “Interviews will be challenging and I will need to take advantage of all the tools I have available to prepare for it.”</li></ul>

# How will OCS help you do this?



# How do you stand out in this job market?

1

**Focus** your search

2

Prepare to convey  
your **value**  
proposition

3

Engage in **outreach**  
(aka connect,  
connect, connect)

# How you can leverage your partnership with an OCS coach

Determine transferable skills relevant to your target job

Perfect your value proposition

Build a targeted, forward-looking resume and cover letter

Practice interviews

Understand how to land career conversations (e.g. networking)

Develop alumni connections

Set goals & help keep you on track





***<https://smith-maryland.12twenty.com/>***

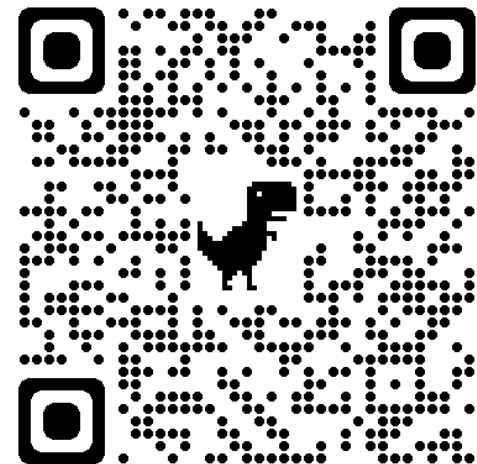
Appointments  
Jobs  
Salary Info  
Hiring Timelines

Target Employers  
Smith-Specific Data  
Events  
Career Portfolio



# smithcareers

<https://careers.rhsmith.umd.edu/>



**GoinGlobal**<sup>TM</sup>  
Jobs here, there, everywhere.



FIRSTHAND



**CareerOS**



TERRAPINS CONNECT

**LinkedIn**  
Learning

**Handshake**

 **MANAGEMENT  
CONSULTED**

# Now let's keep the momentum going

Work toward  
completing these  
**four milestones**  
in the next 4  
weeks

Schedule 1:1 coaching  
session(s) via  
Hiresmith.net

Get your resume  
reviewed and approved  
"Be Fearless"- Canvas

Indicate your job  
seeking status in  
HireSmith.net

Set up alerts for jobs  
and events in  
HireSmith.net

*Our best advice* -- create a habit of investing 1 hour a day in  
you and your career search!

# Interviewing: An Overview and TMAY (Tell Me About Yourself)



# The Interview

Exchange information to get to know one another

Employer determining:

1. Do you have the skills to perform the job?
2. Are your values in alignment with the company

Series of standard behavioral questions

You will answer in story-format (TMAY and SARs)



# Interview Preparation

- Interview Frameworks
- **Peer Practice**
- 1:1 Coaching
- **Networking**



[Raymondvenegas.com.au](http://Raymondvenegas.com.au)

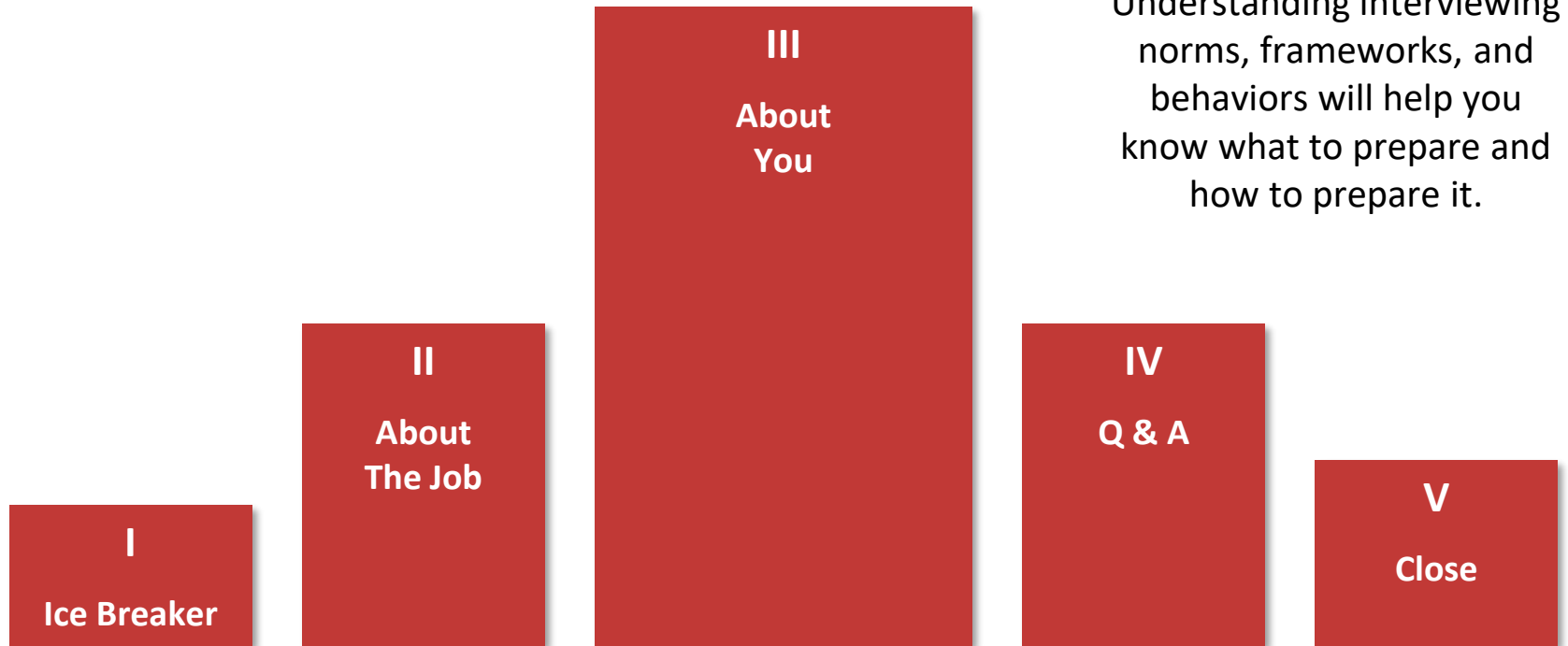
# Interview Prep Framework

Company  
Research

Value  
Proposition

SAR Library

# 5 Stages of the Interview



# Today's Focus: Stage III – About You

III

About  
You

Categories of  
Questions

- 1) TMAY &  
TMATW
- 2) Behavioral
- 3) Traditional
- 4) Technical /  
Case

- Put your Value Proposition into practice
- Listen to understand the question and what skill they are asking about
- Organize your thoughts and then deliver a well-structured answer, approximately 2 minutes



# Opening Question: TMAY

So, tell me about yourself...

ties the best from your **past**...

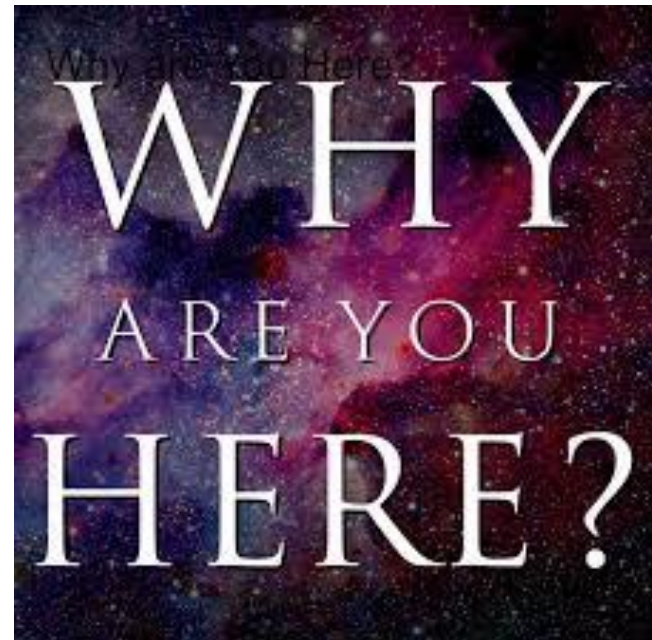
to the significance of the **present** moment...

to the grand vision of your **future**...



# Opening Question: TMAY

- Story About Your Value as Evidenced By Your Skills that uncovers your Motivation



# Step

# 1

Given what you want to do, what is your single most compelling asset/skill?  
(Valuable, Rare, Inimitable, Non-substitutable – VRIN)

Provide a very, very brief example of that competency.

# Step

## 2

Structure your developmental story in a chronological format:

- Isolate five high-impact competencies that are most relevant to your aspirations AND your audience (employer).
- Pinpoint the key career milestones that provide compelling evidence of those five competencies.

- Think about the identification and evolution of these competencies, put them in a chronological framework and sequence your key talking points.
- Tie it all together with a clear thesis of why you want to work in this function, industry, company, job grounded in the focused expertise you have to offer the employer.

# Step

# 3



Competency	Early Life	Undergrad	Job 1	Job 2	Job 3	MS/MBA Learning/ Internship
1.						
2.						
3.						
4.						
5.						

Situate the evolution of these competencies within a chronological framework and sequence your key talking points.



# Storytelling

## Introduction

Establish your key theme.

## Body

Tie past to present, chronologically

## Close

Tie present to future.

Ready to  
roll up  
your  
sleeves  
and get  
to work?



Today,  
we are  
going to  
build  
some key  
skills



# Draft your VRIN & 5 Relevant Competencies

# Practice!



# Tell Me About A Time When...



# Today's Focus: Stage III – About You

III

About  
You

Categories of  
Questions

- 1) TMAY
- 2) Behavioral
- 3) Traditional
- 4) Technical /  
Case

- Tell me about a time when....
- Listen to understand the question and what **skill** they are asking about
- Organize your thoughts and then deliver a well-structured answer, in the SAR format, approximately 2 minutes

# SAR Format?



S= Situation  
A= Action  
R= Result

# SAR Stories

Situation



What was the situation / challenge, problem, performance objective, and the constraints, goals, obstacles, stakes, resources?

Action



What actions / decisions, initiative, approach, sequencing, strategy, influence, did you take to handle the situation or resolve the problem?

Result



What was the result / deliverable, savings, revenue, new business, recommendation, special recognition?

# Why This Format??

Story format is easy to understand

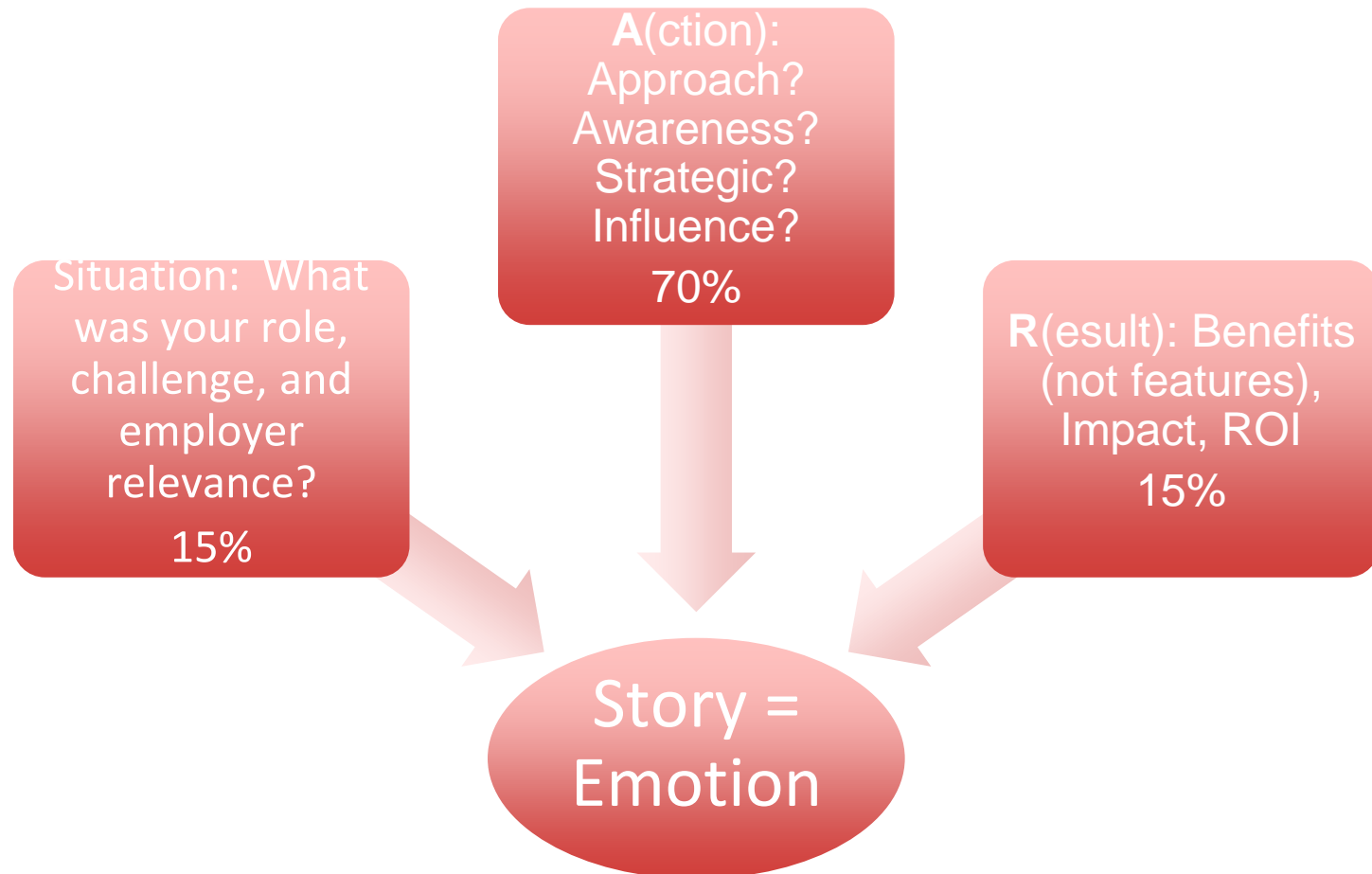
Objectivity

Demonstrates experience

Past experience is an indicator of future performance

Short time frame

# Tell Your Story in 2 Minutes





# Prepare for the Skill, Not the Question

Problem  
solving

Communicat  
ion

Strategic  
thinking

Interpersonal  
/ teamwork

Adaptability

Decision -  
making

Time/project  
management

Initiative

Leadership

Emotional  
intelligence

Innovation

Quantitative /  
data analysis  
skills

# TMAATW Practice: Let's Diagnose

## QUESTION

Tell me about a time when you were asked to do something you had never done before. How did you react? What did you learn?

Tell me about a time when you had to present complex information. How did you get your point across?

Give an example of when you had to work with someone whose work style was different than yours. How did you handle interactions with that person?

Tell me about a time when you influenced the outcome of a project by taking a leadership role.

Recall a time when your manager was unavailable when a problem arose. How did you handle the situation? With whom did you consult?

Tell me about a time when you had to juggle several projects at the same time. How did you organize your time? What was the result?

## SKILL/COMPETENCY

Adaptability / Problem Solving / Coachability

Communication

Collaboration

Leadership

Growth Potential

Prioritization

Assign To

Edit



FALL  
2024

## MASTERS 'BE FEARLESS' CAREER CURRICULUM



**NEW CONTENT: UPDATED 10/30/24**

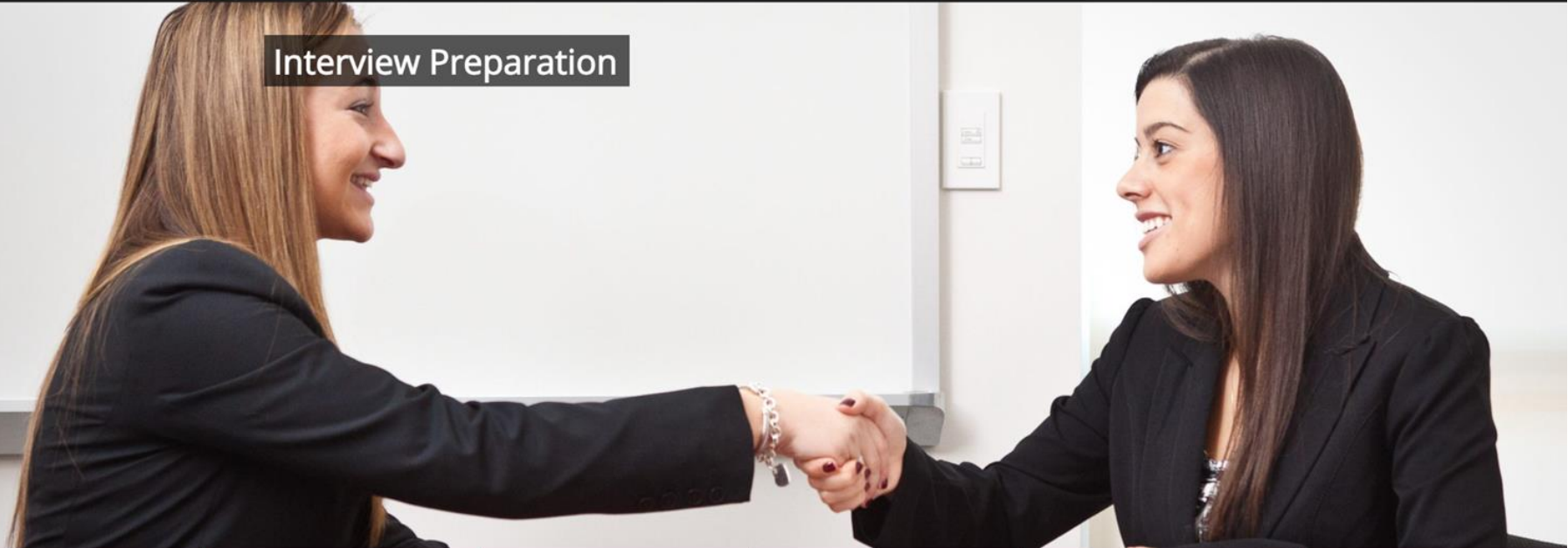
### **WELCOME INCOMING SPRING 2025 STUDENTS!**

Please refer to the [Be Fearless Curriculum](#) to help you launch a successful job search. Keep in mind that there is no specific deadline to completing the course.

It is **strongly** encouraged that you book an appointment with your coach using the link above to get further insight and help you build your strategy.

- Reflect upon transferable skills and start your SAR library
- Create your Personal Value Proposition

## Interview Preparation



News & Advice

Labor Market Insights

LinkedIn Learning Courses

Career Resources

Featured Classes

Career Videos

- BigInterview
- Quinncia
- Exponent (Tech interviews)
- Management Consulted (Case Interviews)



# Building Professional Relationships



Creative live

# When You Hear “Networking...”



LinkedIn



MBA Getaway

Today's career search requires much more than applying to *online job postings*



80%

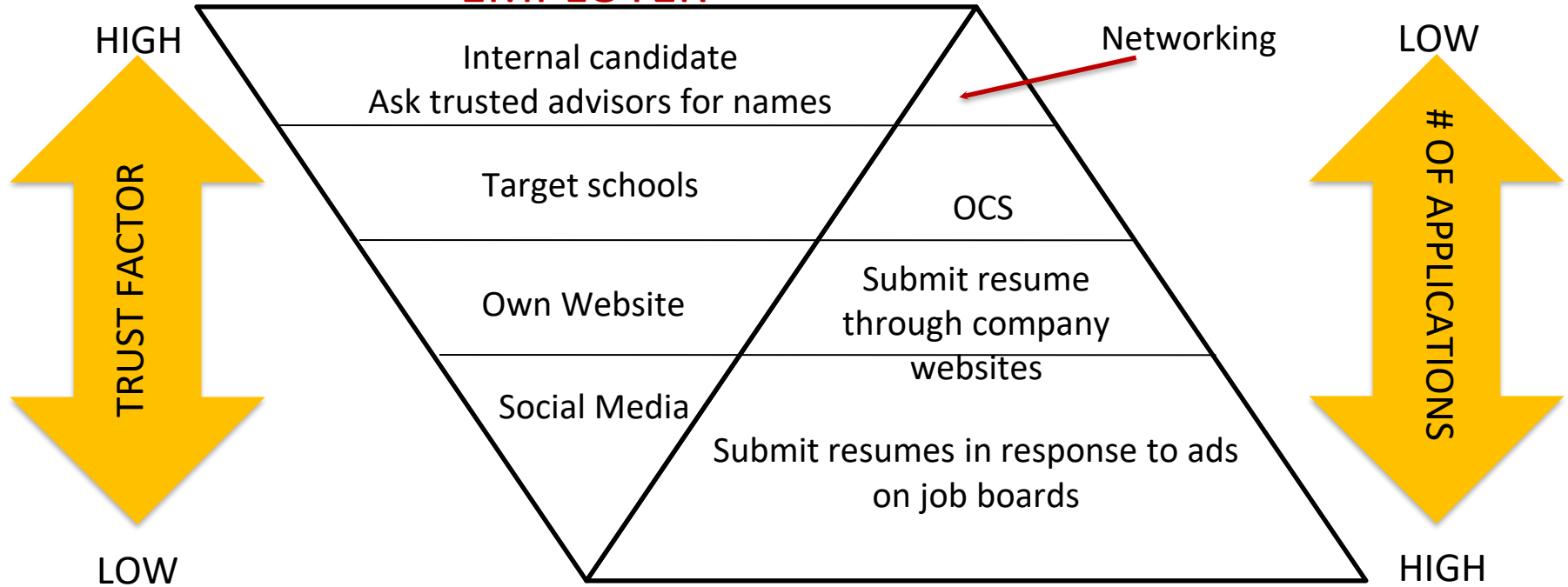
of jobs are filled from sources **other than** applications to broadly distributed online job boards

*Career Launch NACE presentation, 2022*

*CNBC How to get a job, Dec 2019*



## EMPLOYER



## JOB SEEKER



What is Networking, in one  
Word?

**RELATIONSHIPS**

# Takes Time to Build Trust



# Benefits of Relationship Building

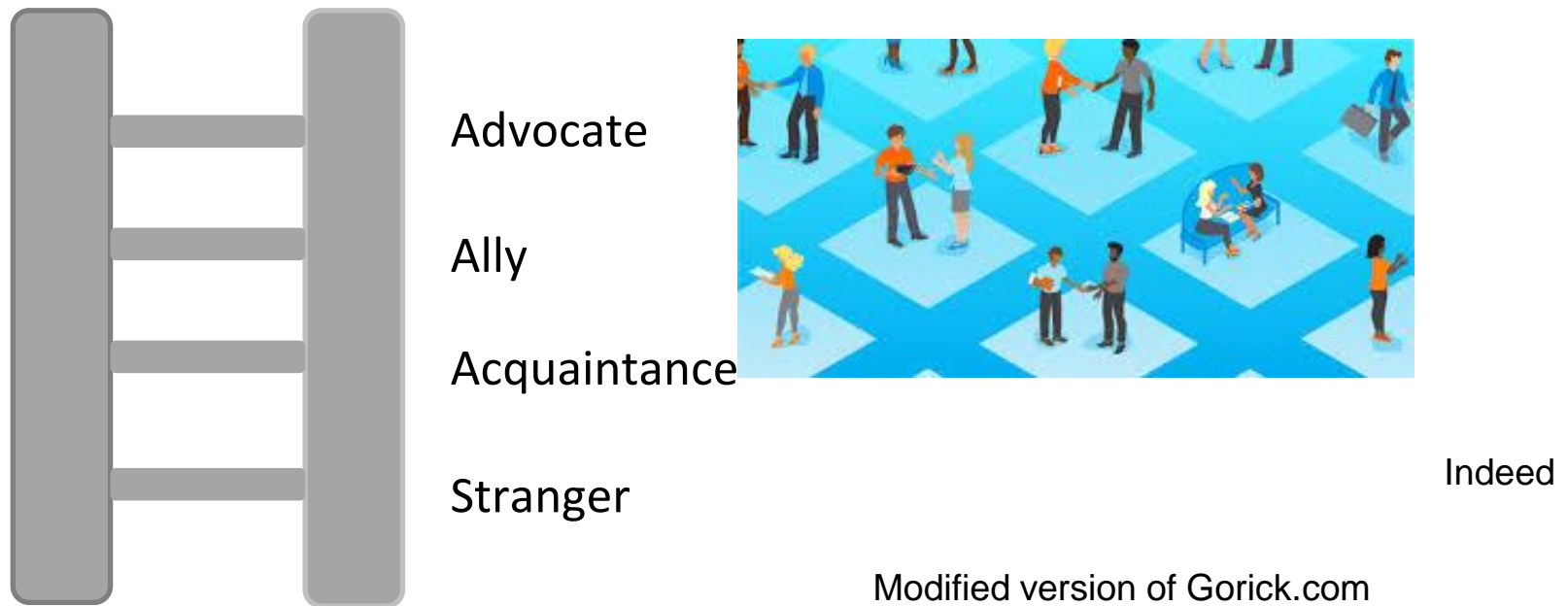
**Career  
Direction**

**Learn the  
“Insider  
Jargon”**

**Advice on  
How to  
Differentiate  
Yourself**

**Build  
Advocates**

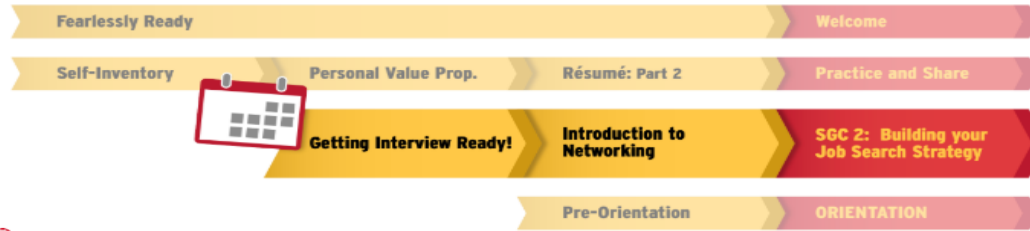
# Relationship Ladder Framework



## Onboarding Week 7: Introduction to Networking

### INTRODUCTION

Welcome to the week 7! We will work on making sure you are properly introduced to the concept of networking.



\*View the full onboarding schedule on the [homepage](#).

### WEEK 7 MODULES | DUE JULY 28, 2024

View the week 7 module breakdowns below:

Modules	Content/Deliverables
<b>Onboarding Week 7 - Introduction to Networking Overview</b> — You are here!	
<b>Module 1 - Fundamental Dynamics of Building Relationships</b>	• Video: 7 min
<b>Module 2 - Networking Etiquette</b>	• Video: ~7 min
<b>Module 3 - Networking Through the Web</b>	• Video: 9 min
<b>Module 4 - Sustaining Relationships</b>	• Video: 5 min
<b>Module 5 - How to Leverage Referrals</b>	• Video: ~6 min
<b>Module 6 - Utilizing ChatGPT</b>	• Video: ~6 min • Feedback Survey

smithcareers

HireSmith For Students

HireSmith For Employers

People We Serve ▾

For Employers ▾

Explore Career Paths ▾

Build Career Skills ▾

Meet The Team

Networking

# Land the Perfect Job with LinkedIn

LinkedIn is a job-seeker's secret weapon.

Learn how to master it with step-by-step  
instruction from former LinkedIn employees.

Enroll Free



ANY  
QUESTIONS?



Zameen.com



# Next Steps



# Smith Masters Coaching Can Help!

No one who  
achieves success  
does so without  
the help of others.

- Alfred North  
Whitehead



# We are here to help!

## Graduate Career Coaching Team



Kerry Kidwell-Slak



Dolores Daly



Dori Jamison



Adam Shpall



Seth Travers

# Reasons To Make An Appointment With A Coach

Resume Review - After Put  
Through Quinncia

Cover Letter Review

Help Developing a Target  
List of Companies

Networking Strategy

Mock Interview Practice

Offer Negotiations Strategy

If You're Lost

# Help OCS Help You

## HireSmith Coaching Appointments

- Home
- Students & Alumni
- Employers
- Contacts
- Tasks
- Activity Stream
- Reports >
- Research Tools >
- OCI and Job Listings
- Appointments
- Events

### Book Appointment

Date\* 05/18/2022

Preferred Appointment Type\*

- ✓ -- Select a Preferred Appointment Type --
- Career Coaching - General
- Career Coaching - General (15 min. only)
- Career Coaching - General (30 min. only)
- Career Coaching - Career Targeting
- Career Coaching - Interview Preparation
- Career Coaching - Job Search Strategy
- Career Coaching - LinkedIn Strategy
- Career Coaching - Wall Street
- Career Coaching - Networking Strategy
- Career Coaching - Value Proposition
- Career Coaching - 30 Day Challenge
- Coaching Call 1 (Summer)
- Coaching Call 2 (Summer)
- Coaching Call 3 (Fall)
- Initial Career Chat
- Career Update
- Mock Interview
- Offer Decision
- Offer Negotiation
- Resume and Cover Letter Review

Student\*

Time\*

Career Adviser

Adviser Profile

Preferred Location\*

Additional Information

Attachments

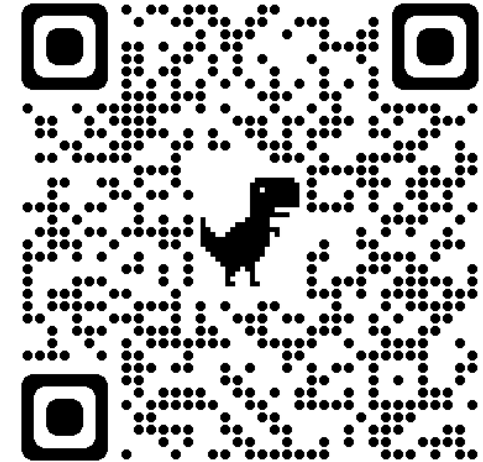
# HIRESMITH

- ✓ Register for workshops and events
- ✓ Review past hiring data, including salary
- ✓ View MS job listings and set alerts!
- ✓ Access digital career resources
- ✓ List Job Seeking Status

[www.HireSmith.net](http://www.HireSmith.net)

# Digital Career Resources

<https://careers.rhsmith.umd.edu/>



FIRSTHAND



TERRAPINS CONNECT

Handshake

LinkedIn  
Learning

# Upcoming Events

- Alumni Mock Interviews - Feb 7, 2025
  - Virtual and In-person formats
  - Register in HireSmith
- Spring UMD Career Fair - Feb 26-28, 2025
  - In-person, College Park
  - [go.umd.edu/springfair](https://go.umd.edu/springfair)



# Keep the momentum going!

Work toward  
completing these  
**four milestones**  
in the next 4  
weeks

Schedule 1:1 coaching  
session(s)

Get your resume  
reviewed and approved

Indicate your job  
seeking status in  
HireSmith

Set up alerts for jobs  
and events in  
HireSmith

*Our best advice* -- create a habit of investing 1 hour a day in you and your career search!

# What Did You Learn?







**Go Terps!  
Be Fearless!**