

**NOTE to STUDENTS:** If you need any accommodations related to attending/enrolling in this course, please contact one of the Graduate School's 504 Coordinators, Cheryl Spitzenberger or Natalie Sirisaengtaksin. We ask that you notify GSBS in advance (preferably at least 3 days before the start of the semester) so we can make appropriate arrangements.

<p><b>Term and Year: Spring 2023</b></p> <p><b>Course Number and Course Title:</b> <b>GS21 1191: Effective Career Planning</b></p> <p><b>Credit Hours: 1</b></p> <p><b>Meeting Location: In-Person</b></p> <p><b>Building/Room#: BSRB S3.8351 Gallick Classroom</b></p>	<p><b>Program Required Course: No</b></p> <p><b>Approval Code: No</b> <b>(If yes, the Course Director or the Course Designee will provide the approval code.)</b></p> <p><b>Audit Permitted: No</b></p> <p><b>Classes Begin: January 23, 2023</b></p> <p><b>Classes End: March 27, 2023</b></p> <p><b>Final Exam Week: No exam</b></p>
---	--

**Class Meeting Schedule**

Day	Time
<b>Monday</b>	<b>3:00 – 5:00 p.m.</b>

**Course Director**

Name and Degree: **Raquel Salinas, PhD**

Title: **Director of Student Affairs and Career Development**

Department: **GSBS**

Institution: **UTH**

Email Address: [raquel.y.salinas@uth.tmc.edu](mailto:raquel.y.salinas@uth.tmc.edu)

Contact Number: **713.500.9860**

**NOTE:** Office hours are available by request. Please email me to arrange a time to meet.

**Course Description:**

This interactive and discussion-based course teaches career planning through a lens of personal and professional leadership. We explore modern leadership concepts and apply them to career planning to best equip course participants with the information, resources, confidence, and self-awareness necessary to find success in career inside and beyond academia. Course activities include self-assessment exercises, career and leadership related discussions, informational interviewing/networking, and other activities to increase students' leadership skills. The course culminates with a "Leadership Development Plan" presentation where each student presents their career vision and their short-and long-term career goals. This course is open to all GSBS students, but highly recommended for post-candidacy PhD students and MS students in their final year of study.

**Course Objective/s:**

Upon successful completion of this course, students will....

1. Understand modern leadership skills and be able to apply them to their careers and beyond
2. Create a vision for their career by exploring available paths inside and outside of academia; articulate short- and long-term career goals
3. Know how to conduct a successful job search with targeted application materials (CV, resume, and cover letters), and effectively interview and negotiate.

**Student responsibilities and expectations:**

Students enrolled in this course will be expected to perform the following activities each week.

1. Attend and contribute to course discussions during each session
2. Complete pre-work for each session (short assignments and reflection questions)
3. Conduct 2 informational interviews with life science professionals
4. Present a Leadership Development Plan

**Grading System: Pass/Fail****Student Assessment and Grading Criteria :** *(May include the following:)*

Percentage	Description
Homework and assignments (30%)	
Final Exam (30 %)	Leadership Development Plan
Participation and/or Attendance (40%)	

**Course Schedule-Spring 2023**

Week	Date	Lecture Topic	Lecturer/s
1	January 23	Course introduction: Applying leadership skills to your career planning	Raquel Salinas
2	January 30	Know thyself: Identifying your strengths and articulating your unique selling points	Raquel Salinas
3	February 6	Career Success: How to proactively use informational interviews and networking for career advancement	Raquel Salinas
4	February 13	Know thyself: Identifying and communicating your career goals inside or beyond academia	<i>Career Guest (TBD)</i>
5	February 20	Leadership: Understanding your own personal leadership style	<i>Career Guest (TBD)</i>
6	February 27	Leadership: Effective communication and strategies for leading others	Raquel Salinas
7	March 6	Career success: Preparing targeted application materials	Raquel Salinas
	March 13	Spring Break (No Class)	
8	March 20	Career success: Interviewing and negotiating like a professional	<i>Career Guest (TBD)</i>
9	March 27	“Leadership Development Plan” presentations	Course participants

**NOTE:** Other guest lecturers may be invited.