



JOB SEARCH TIPS FOR 2020 GRADS

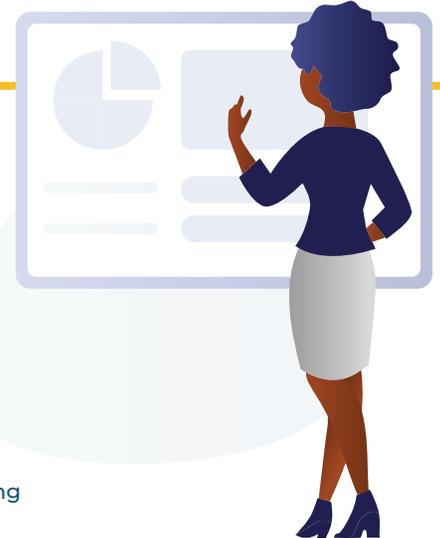
Almost nothing about your graduation plans resembles what you had imagined. For many of us, there is a lot of uncertainty, and your career goals might have shifted in response to the pandemic. While this is indeed a stressful time to be entering the job market, here are five steps you can take right now to start your job search:

1

TAKE A MINUTE AND INVENTORY YOUR SKILLS

You have the skills and experiences that will get you to the next step. Make the time to step back and inventory how you can add value to an employer.

Identifying the relevant skills and experiences you bring to the job market should help you launch your search with more confidence and a better sense of your value. This inventory should include hard skills (like database management), soft skills (like collaboration), and technology skills (like Adobe Photoshop).



→ To check whether or not your current resume does an excellent job of representing your skills, check out this new Resume Optimizer: skills.emsidata.com/resume

2

FOLLOW THE DEMAND AND UPSKILL

The economy and workforce has changed overnight and some industries are experiencing a decline while others are growing exponentially. It's important to track the skills and functions that the market needs right now!

Look for intersections between your interests and experience and the emerging or growing needs in the market. Once you have a sense of the fields and entry points that match your interests, it's important to identify the skills you need to grow or build.

RESOURCES FOR UPSKILLING:

- LinkedIn Learning
- Professional Organizations
- Webinars
- Codecademy
- YouTube
- Coursera
- EdX
- Udemy
- Google
- Khan Academy

REMOTE TOOLS YOU CAN LEARN FOR FREE:

- Asana
- Slack
- Zoom
- Microsoft Teams
- Trello
- Loom



3

NETWORK INTO NEW FIELDS

It's never been more important to build your network. Making the time to connect with professionals in the fields and roles you are targeting will be essential for a successful job search.

Keep in mind that we're all going through this disruption together. When you message someone on LinkedIn or via the Alumni Sharing Knowledge (ASK) platform, start with empathy and concern for where they might be at this moment. Also, have a specific goal for any connection - an informational interview, seeking a mentor, learning more about trends, etc.

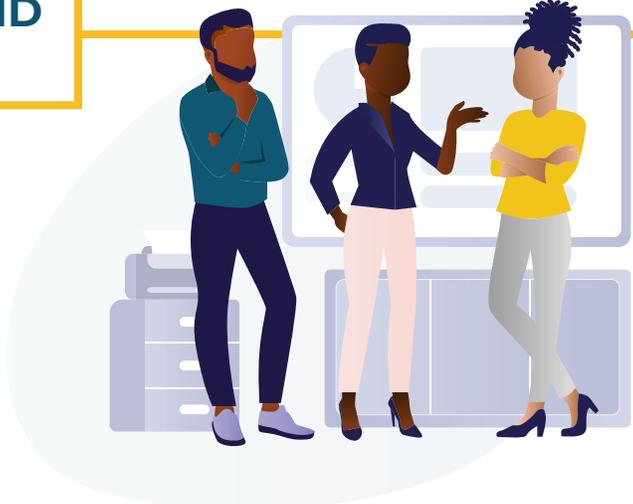
→ Check out our "Networking 101" and "LinkedIn Basics" handouts for more detailed advice.

4

BUILD A COMMUNITY AND FUEL YOUR SEARCH

Launching a job search after a layoff - especially in a time of economic instability - can be intimidating and exhausting! Remember that this is part of a career journey and your resilience is a transferable skill you bring to any role.

Connect with peers who are in the same boat as you. They can help you stay accountable and energized in your search. Post and follow on LinkedIn, listen to industry podcasts, watch TedX videos of thought-leaders in your space. Taking small steps like these can make this process more active - less reactive.



5

MAP YOUR RESOURCES AND GET ORGANIZED

Much of our daily life has drastically changed as a result of the coronavirus pandemic. These changes in daily routines combined with searching for work opportunities can make for an overwhelming experience.

Because it can be hard to keep track of what skills you want to work on, what that one webinar was called, or who you wanted to connect with. Doing an advanced Google search (limiting results to those posted in the last 30 days) will keep your information current!

In addition, creating a spreadsheet (with the tabs below) can help you organize your resources, connections, and jobs.

