

Online Workshop: “Looking beyond – How to apply successfully for non-academic professions”

September 21, 2022, from 9:00 a.m. until 5:00 p.m.

Held by Claudia von Schultendorff, Certified Trainer and Systemic Coach

Overview & Learning Goals

This online workshop provides tools for successful written applications and job interviews, in order to land desired professions in the non-academic sphere. It provides training for written applications with application letter and CV, online appearance and questions and best answers in job interviews.

- Finding my strengths: Which job suits me?
- Differences in applying for jobs within or outside academia: How and where do I find jobs?
- Current requirements: What does an application look like?
- Application letter, CV/resume, 3rd page (in Germany): Structure and content?
- Documents: What is important?
- Characteristics of applications in other European countries: What is different?
- Job interview (online or face-to-face): Structure and typical questions
- Assessment Center: An overview

About the trainer

With a professional background in HR management, development and training, Claudia von Schultendorff has worked as a certified trainer and systemic coach for over 25 years. Placing the strengths of the individual at the heart of her trainings, her main topics are leadership, communication, work techniques, application training, business and life coaching.

Registration

This workshop especially addresses international scholars with an at-risk background who are currently associated with universities in Baden-Württemberg or in the Upper Rhine Region. Aiming at a pleasant working atmosphere, the number of participants for this workshop is limited. Registration will be required through the attached registration form.

Registration is possible on a rolling basis and will close on September 08, 2022 (extended deadline).

Contact

For all questions regarding the organization of the workshop, please feel free to contact:

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