Building Your Career

ELG /GNG 5902
Industry Internship Projects

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Remember: FOCUS & FOLLOW-THRU!!

• Professional Skill #1: **FOCUS**
  - **WHAT** is your most important priority/goal for:
    - Your Life or Your Career or Your Degree or This Course or Your Happiness or THIS LECTURE or The Course Project or The Job Interview or This Individual You Are Communicating With....
    - **The one thing** ... that if achieved means you are successful (no matter what else...) ... and if not achieved means you failed (no matter what else is achieved ...)
    - Each context has its own **FOCUS**.
  - **WHY** is it important?
    - Who/what is needed to succeed (and have you found them yet).

• Professional Skill #2: **FOLLOW-THRU**
  - **HOW** do you achieve your **FOCUS**? ARE YOU SUCCEEDING?! Are you committed? Serious? And Politey, Patiently but persistently RELENTLESS?! 
  - Do you have the right **FOCUS**? **WHAT** and **WHO** do you need to find / develop / prepare / master / do / achieve to **FOLLOW-THRU**?
What is a career? (what is a resume?)

• A series of **projects** in which new **skills** are learned, **experience** is gained in **roles** that develop your **authority** in your area of expertise

• Projects are done in **teams**

• Projects have a **context** and must **integrate with or interface to systems** (processes, technology, information, organizations, legal) and must **interact with people outside the project team** (stakeholders, clients, users, partners, third party vendors) to succeed

• Projects have a **business purpose** and generate **value**

• Projects have a **focus**
The Faculty of Engineering ROADMAP

• Join the Professional Development Club (PDC) to build your professional network (colleagues, support, mentoring, connections)

• ELG / GNG 5301 for education, mentoring and experience in professional skills, teams, and projects.

• Fully engage in courses, volunteer opportunities, projects, research opportunities, industry internships, university services and facilities

• Leverage your professional network to define, plan, propose and complete an ELG / GNG 5902 Industry Internship Project as a culmination of your degree ... and gateway to a great job!
Who are you as a Professional?

• What do you look like?
  • Digital footprint (LinkedIn, GitHub, Social Media, Blogs …)
  • Resume

• Who are your colleagues?
  • Classmates, co-workers, network
  • How do you stay in touch? … Facebook / Whatsapp?, Slack / Teams?, Events / Workshops?

• What professional groups are you a member of?
  • Professional Development Club, Student Association, IEEE, Volunteer Organizations …. 

• What do you do? (job, roles, contributions)

• What do you know? (skills, specializations, responsibilities)

• How do you know it?
  • Project Experience
  • Education (Academic and Industry)
Match your Resume to your target Job Description

• Contact Information (name, email, phone number, NO ADDRESS)
  • Digital footprint (LinkedIn, GitHub, Social Media, Blogs …)

• Skills
  • What does the job description list (acronyms, technical jargon, concepts)?
  • What do you know? (skills, specializations, responsibilities)

• Experience ***
  • Project Experience
  • What do you do? (job, roles, contributions, skills, specializations, responsibilities)
  • Network, Events / Workshops, Volunteer Organizations, professional groups

• Education (recognition, awards, certificates, degrees)
  • Industry
  • Academic
Build experience through projects …

• Projects are simple to find, but challenging to do right, and even harder to follow through to success on.

• A project is much more fun, if you are part of a team, working for a client you are trying to satisfy.

• A project always has a context (what is your context?)
  • what is in scope, what is out of scope
  • interface with existing infrastructure
  • interact with key contacts (people)
  • leverage whatever available tools and knowledge might be useful.
How Do I Find a Project?

- UNIVERSITY COURSES
  - GNG5120, GNG5140 ... any course with projects,
- ONLINE COURSES or INDUSTRY WORKSHOPS
- VOLUNTEER – PROFESSORS
  - CREATE PROJECTS (E.G. www.create-best.com)
- VOLUNTEER – CEED
- NETWORK – Professional Development Club (source of projects)
  - http://www.gespdc.com/#/project-list
  - https://www.linkedin.com/groups/10528074/
  - https://www.facebook.com/Professionaldevclub/
  - City of Ottawa, uOttawa, Student Associations, Womens Innovation Network, Startup Garage, Companies
- NETWORK – Industry Clusters, Professional Associations
  - Contact and invite companies, alumni to do an event or information session
How do I find an industry partner ... to hire me?

• **Do you know what your target industry cluster is?**
  - Do you know what websites, conferences, trade journals/magazines the cluster uses to network?
  - Do you know **who in your network** and who at uOttawa is connected with the cluster?
  - Do you know how you can be active in your target industry cluster?

• **Do you know what organizations / companies you are targeting?**
  - Better yet do you know which organizations are targeting YOU!?
  - How do they communicate with you? (web presence, events, linkedIn, Job postings, headhunters career center)
  - What **roles / jobs / projects** are available at a target organization? How can you research this?

• **Do you know what skills and experience they are looking for?**
  - How can you acquire them?
  - How do you **communicate to your target organization**? (web presence, your network, your references, your promoters, resume, interview)

• **Why should they hire you?**
  - What is **your pitch**? Why **are you the right person** for the job/project? What is your **value** (to them)?
How do I find a Professor … to volunteer, have a mentor, find a project, get work study experience?

• Do you know how to meet the right professors?
  • Courses and Research and their students (program seminars where thesis students present!)
  • Program Associations and Program Coordinators
  • Engineering Events (CEED, Orientation, Bulletin); Ottawa Industry Events
  • Do your research! (faculty web pages, google, google scholar)

• Do you know how to communicate with professors?
  • In person (when, where) or by email (how should such an email be worded)
  • Do you know how to efficiently ask for and get an appointment scheduled?

• Do you know what professors are interested in?
  • Do you know what industry clusters, organizations / companies the professor is interested in?
  • Do you know what skills and experience they are looking for?
  • Do you have the skills and experience they are looking for?

• Why should they hire you?
  • What is your pitch? Why are you the right person for the job/project? What is your value (to them)?