DIGITAL WORKSHOPS: CAREER & INTERNSHIP PREPARATION

Are you ready to recognize your skills? Improve your application and prepare yourself for interviews? Learn how to start looking for jobs or internships? The International Student Services has designed a series of online workshops together with professional experts to help guide you in planning your future career. **Register via this link** until 24 October 2021

**Recognizing and Utilizing Individual Strengths and Skills**

"Where do I see myself professionally?" and "What am I really good at?"
As students approach the end of their studies these questions become more and more important. Many students find it difficult to define professional goals, to recognize their strengths and to use them effectively on the job market. In this workshop, the participants will learn to acknowledge their own abilities and talents, to formulate professional goals and decisions, to use their current opportunities to implement their future plans.

2 November, 14:00 - 18:00 with Kerstin Brandes (Expat & Business Coaching)

**Searching for and Finding the Perfect Position: Application Strategies, Written Applications and Job Interviews**

This workshop focuses on the key phase of the application process and aims to provide students with essential tools and support. Participants will receive guidance on the following aspects: Working out an (active) application strategy, conducting research strategies, analyzing job advertisements and identifying job criteria. Participants will learn how to apply for a position and prepare for an interview. In particular, this includes writing a cover letter and CV, as well as compiling your personal application portfolio. In addition, the procedure of a typical job interview will be presented: students will receive advice on the most important questions, body language and tone of voice during the interview.

4 November, 14:00 - 18:00 with Kerstin Brandes (Expat & Business Coaching)

**My Way to the Internship**

What are my strengths, weaknesses and previous career strategies? Under supervision, students work out their individual answers step by step. This takes place, for example, through critical self-reflection and external feedback with the focus on independently creating a personal action plan for targeted internships. Students can reflect on their own resources, career goals and circumstances, in order to draw up an action plan for their desired internship.

9 November, 14:00 - 18:00 with Elisabeth Gärtner (Systemic Consultant)