



# THE CAREER PLAN AND PERSONAL STATEMENT

UCC Careers Service



# The Career Training and Development Plan (<500 words)

- *What are your career goals and how would this scholarship help you to achieve them?*
- *How will you go about acquiring the expert knowledge and transferable skills necessary for your professional development, e.g. technical skills, communication skills, analytical skills?*
- *How would this scholarship enable you to gain skills relevant to employment outside the traditional academic sector?*

# Personal Statement

- Why do you wish to pursue a higher degree by research?
- Why have you proposed this research topic?
- Why do you feel there is a specific demand for the skill set that you wish to build?

# Personal Statement contd.

- Why are you particularly suited to this research field?
- Which of your attributes demonstrate your capability to be a good researcher e.g. motivation, commitment, thirst for knowledge?

# What is a Personal Statement?

- It is a brief & focused essay about one's career or research goals.
- A personal statement gives you the opportunity to present aspects of yourself and your background that may not be apparent from the other parts of your application.
- The statement is a chance to show you have the commitment & qualifications to work or pursue further study in your chosen field.

# Why Personal Statements?

- Opportunity for readers of your application to get a feel for you as a person as well as a student. It gives a 'snapshot' of who you are.
- Essay is also the place where you can put your academic record, experiences, skills etc. into context re: the application you are making.

# Why Personal Statements?

- To get to know you, not your record.
- To see if you can think logically.
- To see if you write well.
- To see if you are likely to succeed - Motivation
- How knowledgeable are you about postgraduate research?
- Do you have *characteristics* that favour success?

# Rules & Guidelines

## **Content:**

Make sure you answer each question asked!

## **Audience:**

Make sure the vocabulary and language style you use are appropriate for this audience.

## **Time:**

You will need to allow time to prepare a first draft, ideally receive some feedback on it and then finalise your statement. A rushed statement stands less chance of being successful.



# Before you start writing, ask yourself...

- How did I learn about this field? Why am I interested in this field?
- What experience has stimulated and enhanced my interest?
- Why this college or programme?



# Before you start writing, ask yourself...

- What sets me apart from other candidates?
- What are my biggest achievements?
- What are my career aspirations?



# Make it Meaningful

- Avoid vague or general statements:
- “I am really interested in doing a research qualification as I hope to build a career in academia. I think that this research programme offers me the opportunity to learn a great deal about my field and will help me to get a good job in this area.”
- No concrete points made and no evidence of research.

# More Do's & Don'ts

## Do

- Prepare
- Research
- Provide evidence
- Be clear and concise
- Proof read!
- Get feedback

## Don't

- Summarise your CV
- Generalise
- Use slang
- Be arrogant
- Forget to proof read!
- Be unrealistic

# Remember.....

- It's a PERSONAL statement.
- A personal statement is about the specific interests, skills, experiences, and goals that you have. But.....
- .....it should also reflect who you really are, your personality etc.
- Need to strike a good balance: Formal V Personal
- Don't lose "yourself" in jargon.



# Useful Resources

- <https://www.vitae.ac.uk/vitae-publications/rdf-related/researcher-development-framework-rdf-vitae.pdf>
- <https://owl.english.purdue.edu/owl/resource/642/01/>
- <http://www.academiccareer.manchester.ac.uk/foryou/>
- <https://versatilephd.com/>
- [www.Beyondthephd.co.uk](http://www.Beyondthephd.co.uk)
- <http://cheekyscientist.com/full-site/>

# www.linkedin.com/alumni

60,806 results

Search:

Attended: 1900 to 2016

[Change university](#)

Where they live	Count	Where they work	Count	What they do	Count
Ireland	40,254	Dell EMC	533	Operations	4,825
United States	4,987	Health Service Executive	452	Education	4,769
United Kingdom	4,829	Apple	403	Research	4,240
London, United Kingdom	2,282	Pfizer	309	Sales	4,020
Australia	1,240	AIR	283	Engineering	3,838

Show More



# Using LinkedIn for Career Research

The screenshot shows the LinkedIn profile visibility settings page. The browser address bar displays the URL: <https://www.linkedin.com/psettings/profile-visibility>. The LinkedIn logo is visible on the left, and a search bar with the text "Search for people, jobs, companies, and more..." is on the right. Below the navigation bar, the user's account information is shown: "@ Account" and "Career Counselor at University College Cork, Ireland (UCC)". The "Privacy" section is highlighted with a blue underline. Under "Privacy", there are two options: "Profile privacy" and "Private mode". The "Private mode" option is selected, indicated by a blue circle next to it. Below "Private mode", there is a sub-option "Anonymous LinkedIn Member" with a person icon. A note below this option states: "Note: Selecting this option will disable **Profile Stats**. Whenever you switch to anonymous, your viewer history gets erased." On the left side of the settings page, there are other menu items: "Blocking and hiding", "Data privacy and advertising", and "Security".

Account

Privacy

Private mode

Anonymous LinkedIn Member

Note: Selecting this option will disable **Profile Stats**. Whenever you switch to anonymous, your viewer history gets erased.



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Spotlight

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# Call to see us!

UCC Careers Service,  
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Cork (Beside Castlewhite Apartments)

Tel: 021 4902500

Website: [www.ucc.ie/careers](http://www.ucc.ie/careers) Email: [careers@ucc.ie](mailto:careers@ucc.ie)

**Careers Service Opening Hours:**

Mon – Thurs: 9:30am - 5pm, Friday: 9:30 – 4pm