

# CERTIFICATE PROGRAMS



Certificate Programs are a great addition to any CV or resumé and are open to all graduate students and postdoctoral scholars. Each focuses on a specialized topic and aims to enhance personal, professional, and academic development. Participants enroll in 6-8 weeks of concentrated subject material led by faculty and industry experts.

## **PUBLIC SPEAKING: ACTIVATE TO CAPTIVATE**

**Tuesdays, January 16 to March 6, from 12:30 – 2:30PM**

**Thursdays, January 18 to March 8, from 10AM – 12PM**

Public Speaking: Activate to Captivate is an 8-week communication certificate program for postdocs and graduate students. Participants will learn and practice strategies to craft a dynamic and compelling presentation, including:

- Overcoming anxiety
- Commanding a room
- Communicating effectively with an audience of any size

## **MENTORING EXCELLENCE PROGRAM**

**Tuesdays, January 23 to February 27, from 10AM – 12PM**

Effective mentoring is a crucial part of the academic experience. This six session program focuses on skills and resources related to mentorship. The Mentoring Excellence Program (MEP) is intended for those who are:

- Curious about becoming a mentor
- Current mentors who want to expand their skills
- Interested in having a stronger relationship with their own mentor
- Thinking about becoming a mentor in any Graduate Division program

*\*Thinking of applying to mentor SURF, DECADE PLUS, Grad InterConnect or Competitive Edge students?  
Winter is a good time to complete the MEP program requirement!*

**REGISTER:** [grad.uci.edu/services/grc](http://grad.uci.edu/services/grc)  
Click "Academic Courses and Certificate Programs"  
and complete the interest form

**QUESTIONS?** Email [grc@uci.edu](mailto:grc@uci.edu) or call 949-824-3849

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# ADVANCED TRAINING BOOT CAMPS



Take advantage of the boot camp offerings throughout Winter Quarter and expand your skill set and network! Advanced training boot camps help you dive deeper into your skill set. Learn more or refresh a skill. Open to all graduate students and postdoctoral scholars, but space is limited so book early!

## DISSERTATION BOOT CAMP (DBC)

**FRIDAY, JANUARY 26 – SATURDAY, JANUARY 27  
FROM 9AM – 5PM AND SUNDAY, JANUARY 28  
FROM 9AM – 1PM**

DBC is an intensive 3-day writing opportunity for graduate students writing in the dissertation phase of their program. The DBC helps writers overcome blocks, make significant progress in a short period of time, and develop skills for future academic writing. Space is limited and fills early. Reserve your spot today, and get that dissertation done!

## SPECIAL EVENT – WINTER RECHARGE

**FRIDAY, FEBRUARY 2, FROM 9AM – 5PM**

It is time to RECHARGE! Winter quarter is tough and we have a solution. Join us in the GRC for a full day of activities that touch on every aspect of your student experience: your health and wellness, professional development, and school/life balance. Drop in or attend a scheduled session – there is something for everyone and no shortage of skill-building, giveaways and fun!

## MINI DISSERTATION BOOT CAMP

**FRIDAY, FEBRUARY 16, FROM 9AM – 5PM**

This boot camp provides dedicated times to write in a distraction-free environment and promotes the development of healthy writing habits. Participants set goals for the session and are often surprised by how much they can accomplish. *(Insider Tip: Can't make the Dissertation Boot Camp? Book your spot in this session to get a mini-dose!)*

## SALARY NEGOTIATION TRAINING

**THURSDAY, FEBRUARY 22, FROM 3 – 6PM**

**CO-SPONSORS: AAUW AND THE WAGE PROJECT**

Start Smart is an interactive workshop designed to give you the confidence and skills needed to earn fair compensation. This workshop provides benchmarks for salary and benefits, offers salary negotiation skill-building exercises, and teaches participants how to develop a personal budget to determine salary needs. We strongly suggest this workshop to ANY graduate student or postdoc entering the job market within the coming year.

## INTERVIEW SKILLS BOOT CAMP

**FRIDAY, MARCH 9, FROM 10AM – 4PM**

This one-day boot camp provides the tools for participants to enter any interview situation with confidence, including how to:

- Adapt to changing circumstances and handle surprises with confidence
- Practice effective small talk
- Interview in any setting including with an individual, a panel, during a meal, and on Skype

## TIPS FOR LIVE PRESENTATIONS

**MONDAY, JANUARY 29, FROM 5 – 6PM**

**THURSDAY, FEBRUARY 1, FROM 12 – 1PM**

Whether you are participating in Grad Slam or presenting at a research conference, having a concise and engaging description of your research is critical in today's world. Learn the techniques to breathe life into your presentation and stay confident in front of a crowd. (Grad Slam participants, the session on Feb. 1 is especially for you!)

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# PROFESSIONAL SERVICES



## ONE-ON-ONE CONSULTING

### NEW SERVICE – PROFESSIONAL DEVELOPMENT ADVISING

Discuss strategies for identifying and applying your strengths, skills, and competencies in both academic and professional settings. Design action plans to enhance your professional toolkit. Appointments are available Thursdays from 1 to 3PM.

### CAREER ADVISING DROP-INS

Discuss job search strategies, preparing for interviews, and CV or resume review. Meetings are on a first-come, first-serve basis on Tuesdays from 10AM to 12PM. No appointment required.

### COMMUNICATIONS CONSULTANTS

Get personal assistance with strategies to help you deliver more impactful talks about your research, prepare for interviews, or reduce anxiety when speaking. Appointments are 30 minutes and are available daily.

### FELLOWSHIP APPLICATION ADVISING

Make an appointment with Dr. Sandra Loughlin to discuss your fellowship application questions and receive feedback.

## CAREER WORKSHOPS

In partnership with Neda Moayed, Graduate Career Counselor at the Division of Career Pathways, the GRC provides additional career resources from one-on-one advising to specialized workshops.

### JOB SEARCH STRATEGIES | WEDNESDAY, JANUARY 17, FROM 1:30 – 2:30PM

Learn to research and understand the job market. Discover how to narrow your search, locate jobs, and market yourself to business and industry.

### TRANSFORMING YOUR CV TO RESUMÉ | MONDAY, JANUARY 22, FROM 1 – 2PM

Communicate the skills you develop in graduate school into a broader job search market. Discover how to match your background with the employer's need with a targeted resume and cover letter.

### INTERVIEW TECHNIQUES AND PRACTICE | THURSDAY, FEBRUARY 1, FROM 2 – 3:30PM

The key to interview success is preparation and practice. It's not necessarily the most qualified who gets the job, but the person who knows how to make a great impression. Discover the techniques to rise above the competition and lower interview anxiety by preparing well with some practice!

### ENHANCING YOUR CV AND COVER LETTER | THURSDAY, FEBRUARY 15, FROM 3 – 4:30PM

If you want to make the short list you need a strong CV. We will explore the purpose, format, content and structure of the Curriculum Vitae. Learn how to tailor it to different institution types and how to highlight your best assets.

### NETWORKING AND YOUR PROFESSIONAL BRAND | MONDAY, FEBRUARY 26, FROM 1 – 2:30PM

Building a professional brand opens up the professional and networking opportunities necessary to establish a successful career. This session will get you started to ensure success when marketing yourself to future employers, funders and beyond.

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# FUNDING

## INTERESTED IN APPLYING FOR FELLOWSHIPS?



### FELLOWSHIP APPLICATION ADVISING HOURS:

Make an appointment with Dr. Sandra Loughlin to discuss your fellowship application questions and receive feedback on your fellowship applications.

VISIT THE GRC WEBSITE TO SCHEDULE AN APPOINTMENT AT [WWW.GRAD.UCI.EDU/SERVICES/GRC](http://WWW.GRAD.UCI.EDU/SERVICES/GRC)

### HOW TO FIND FUNDING OPPORTUNITIES

**Monday, January 29**  
**12 – 1PM**

Graduate Resource Center

Identify ways to look for funding opportunities using the PIVOT and GRAPES databases.

*\*Special Note: Attendees should bring their laptops to this workshop.\**

Speakers: Nina Sideris, Foundation Relations

### NIH NRSA GRANT REVIEW PROCESS

**Wednesday, February 28**  
**3 – 4:30PM**

Emerald Bay C

This session will focus on what makes a strong and competitive application and the review process from a NIH NRSA faculty advisor and former application reviewer.

Speakers: Frances Leslie, Vice Provost for Graduate Education, Dean of the Graduate Division and Professor of Pharmacology and Anatomy & Neurobiology and Marcelo Wood, Chair and Professor Neurobiology and Behavior

### NIH K AWARD REVIEW PROCESS FOR POSTDOCTORAL SCHOLARS

**Thursday, March 15**  
**3:30 – 5PM**

Moss Cove B

This session will cover NIH topics for postdoctoral scholars from the perspective of an NIH grant reviewer.

Speaker: Frances Leslie, Vice Provost for Graduate Education, Dean of the Graduate Division and Professor of Pharmacology and Anatomy & Neurobiology

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# RECHARGER

## GRADUATE CENTRE

5 TO 9 PM

FRIDAY,  
FEB. 2



# UCI

Graduate  
Division

#UCIGRADLIFE  
@UCIRVINEGD  
#GradRecharge

# WINTER RECHARGE

Battery on empty? The Winter Recharge will focus on your health and wellness with some fun and easy activities that are sure to propel you to a strong finish to the quarter and beyond! This charging station will be open all day, so stop by and RECHARGE!

## ALL DAY EVENTS IN THE GRC

**#UCIGRADLIFE Photo booth • LinkedIn Headshots 12 – 1PM and 2 – 3PM • Coloring Build-A-Healthy Snack • Letter to Self • Skill Assessment • Puzzle and Board Games**

**SCHEDULED EVENTS – PLEASE RSVP online at <https://booknow.appointment-plus.com/7y1bx87c/>**

**10:30 AM – 11:30 AM STRETCH AND RELEASE: YOGA PRACTICES FOR GRAD STUDENTS**

*Jenny West, Professional Development Coordinator / Certified Yoga Instructor*

Winter quarter got you tense? Learn yoga techniques that can help you destress and stay well. This session will also focus on poses that help those who spend long hours at a desk – perfect for graduate students and post-docs! *Yoga mats will be provided for use.*

**1:00 PM – 2:00 PM BREATHE AND BE: MEDITATION TECHNIQUES TO RESET AND RECHARGE**

*Phong Luong, Graduate Counselor*

Meditate much? You should! Studies show meditation helps with concentration, sleep, productivity and more! This is a great opportunity for you to learn more about meditation in a familiar environment and get a jump start on your own practice. All levels welcome!

**3:00 PM – 4:00 PM MINDFUL MANEUVERS: A MINDFUL APPROACH TO NAVIGATING YOUR CAREER GOALS**

*Neda Moayedi, Graduate Career Counselor*

Stressed about the future? You are not alone! Join your peers for a guided session in which you will learn mindfulness strategies to assist in your professional development. Walk away feeling grounded and confident as you navigate the next steps of your career pathway.

**SHARE YOUR EXPERIENCE! ATTEND  
THE EVENT AND TAG @UCIRVINEGD**



**#GradRecharge #UCIGRADLIFE**