



What is a Coaching Session?

A coaching session with the HGSE Career Services Office is designed to create a dynamic relationship between the student and staff member. The session represents a relationship that is collaborative, based on mutuality, and is cooperative. The goal is to help move students forward in obtaining their career goals.

You can sign up in [Hired](#) for an initial 20-minute session to get you started on your path. You may schedule as many as you need, but just one at a time. You will most likely have tasks to complete after the coaching session and will need to build them into your schedule.

Due to the small staff to student ratio, we do use additional tools to provide coaching.

1. The [Virtual Career Coach](#) hosted on the HarvardEd Connect platform allows students to ask quick questions to both staff and fellow students, as they come up. Staff are available to respond during the weekdays from 10 AM to 4PM EST. If you post during off hours, we will respond the next business day.
2. The [Career Resource Center](#) hosts online workshops, templates, and tools that will help you in career decision making, job search techniques, employer connections, and licensure issues.
3. We host [workshops and panels](#) throughout the year on a variety of topics including sector panels, LinkedIn workshops, salary negotiations and many more. If you would like a program specific workshop, please request through your Student Advisory Board Member.

What Should I ask?

You may ask anything related to careers. It may be as simple as saying “*I don’t know where to start, what should I be asking?*” or it can be very specific questions. Below are some sample questions to get you started.

Academics and your career sample questions:

1. I identified a gap in my experience, should I take a class or do an internship?
2. I would like to do a project in XYZ class, how do I find employers that might be doing similar work? Or how do I reach out to alumni doing similar work?
3. How do I build a course project into my resume?
4. How do I talk about a course project in an interview?

Career-decision making sample questions:

1. What industries would use my strengths in XYZ?
2. How can I find a career that will be a good fit for me?
3. I need to make more money. How can I find careers that would match my working identity and pay me XXX?
4. How do I transition my skills to a new industry?



Sample questions continued:

Job-search sample questions:

1. How can I find the best sources for finding jobs in XYZ industry?
2. Should I have a one or two-page resume?
3. What types of interview questions might I get?
4. How do I answer interview questions?
5. How do I negotiate my salary?

Licensure sample questions:

1. Do I need a license?
2. I am not in a licensure program. How can I obtain licensure?
3. I am moving to XYZ State. How do I obtain licensure there?
4. I need help with the MTEL prep. What resources are best?

Continuing studies sample questions:

1. Do I need to go on for doctoral studies in this field?
2. What kind of experience do I need to be successful in my doctoral application?
3. I am thinking about an MBA or Law degree. Is this prudent for my career goals?
4. How do I pick a school?