Network, Network, Network!
Networking is a critical professional practice. For students, informational interviewing is a great, low-stakes strategy for networking. Informational interviews can occur in person or remotely. Remember your job is mainly to ask questions and listen (you are not expected to be the expert!). For tips click here: [https://hbr.org/2016/02/how-to-get-the-most-out-of-an-informational-interview](https://hbr.org/2016/02/how-to-get-the-most-out-of-an-informational-interview)

TIP: To prepare for informational interviews, write questions to ask your participant including questions about their organization, role, educational trajectory and career path. Do preliminary research on the person you will be speaking to learn about their position, publications and projects. Collect business cards from new contacts or colleagues. Write on the back where and when you met this person.

Utilize Tufts Alumni Connections
Current Tufts and CH alumni are eager to speak to students. Contact them through:
- “The Herd,” a great resource offered by Tufts [https://students.tufts.edu/career-center/network/herd](https://students.tufts.edu/career-center/network/herd)
- Jumbos4Jumbos [https://students.tufts.edu/career-center/employers/jumbos4jumbos](https://students.tufts.edu/career-center/employers/jumbos4jumbos)
- The CH Department’s CHAMPS program ([https://ase.tufts.edu/commhealth/documents/alumniCHAMPguide.pdf](https://ase.tufts.edu/commhealth/documents/alumniCHAMPguide.pdf)
- Connect with Tufts alumni through Linkedin (Search for “Tufts University”)
- Tufts Career Center guides: [https://students.tufts.edu/career-center/network](https://students.tufts.edu/career-center/network)

TIP: Applying for a job? First check on Linkedin to see if a Tufts alum works there and contact them before applying.

Develop your skills
When applying for a job, skills matter. Look for skill-building opportunities:
- Recorded workshops: [https://sites.tufts.edu/datalab/recorded-data-lab-workshops/](https://sites.tufts.edu/datalab/recorded-data-lab-workshops/)
- Workshops for DISC this summer: [https://disc.tufts.edu/classes](https://disc.tufts.edu/classes)
- LinkedIn Learning-Tufts supports this platform which offers trainings and learning opportunities to develop new skills: [https://tufts.joinhandshake.com/login](https://tufts.joinhandshake.com/login)
- Coursera [https://www.coursera.org/](https://www.coursera.org/)

TIP: After you complete a class or internship, write down what skills you have gained through this experience. Over time, you will begin to develop “buckets” of skills.
**Put Your Best Foot Forward With Your Resume**

You all have put together resumes but here some tips to polish your resume

- Highlight relevant coursework on your resume.
- Include publications & conference presentations.
- Include a “Projects” section where you list meaningful course projects.
- Ask a friend, colleague or the Career Center to review your resume.
- Tufts Career Center link for resumes: [https://students.tufts.edu/career-center/write-resume-cover-letter/resumes](https://students.tufts.edu/career-center/write-resume-cover-letter/resumes)

**TIP:** Don’t forget to include trainings and certifications (e.g., CITI training, IRB process; hospital charting or documentation system!)

**Be organized**

- Create a spreadsheet to organize your job search. Include Organization name, Address, Contact, Mission, Website Link and Notes (to track engagement).
- Handshake. [https://students.tufts.edu/career-center/handshake](https://students.tufts.edu/career-center/handshake)

**TIP:** The CH internship database is a great resource for names of organizations. Use it to make a short list of organizations that interest you. If you cannot utilize the database in person, the CH department can help you gather information. Email Pamela: pschoenberg.reider@tufts.edu

**Finding a Job During a Pandemic (It can be done)**

COVID-19 has impacted many people's work, but right now is a great time to work in public health and healthcare. You are smart and have excellent skills! There will be significant needs and positions to fill in government, healthcare, consulting, research, etc. We continue to hear from students, on a **weekly basis** who are in the final stages of interviewing. We are not discouraged and don’t want you to be either! Here are some of the top job search boards you can use: Indeed, LinkedIn, Dice, Glassdoor, Idealist, Career Builder, LinkUp, Google for Jobs, Monster or US Jobs. There are also other useful links including:

- Public Health Jobs ([https://publichealthjobs.org/](https://publichealthjobs.org/))
- CDC Fellowships and Trainings ([https://www.cdc.gov/Fellowships/](https://www.cdc.gov/Fellowships/))
- Fulbright - Fogarty Fellows in Public Health:

There are many opportunities to find a job through the Tufts Career Center and Handshake: [https://students.tufts.edu/career-center/see-advisor/summer-2020-career-programs](https://students.tufts.edu/career-center/see-advisor/summer-2020-career-programs)

Interested in graduate school or expanding your vocabulary in public and community health? Check out the Association of the Schools of Public Health website: [https://www.aspph.org/](https://www.aspph.org/) to learn more about careers and graduate programs in public health.