

How To Advance Your Career in Higher Education

The University Staff Career Strategy Wheel

OFFICE FOR THE ADVANCEMENT OF LEARNING AND TEACHING

There are a large variety of interesting and fulfilling careers in universities. Examples include learning designers, librarians, media creatives, student support coordinators, researchers ...

People in these positions frequently ask questions, such as:

- How do I assure progression/promotion in my career?
In other words, how do I avoid getting stuck?
- How do I move from one type of position to another?
In other words, how do I avoid being pigeon-holed?
- How do I learn and garner respect for me and my role?
In other words, is it true that some academics look down upon professional staff? How do I rectify this?

Here's how! Throughout your university career, select and apply several/all of these strategies.

Come on – Spin the Wheel and begin today.

Living Résumé (LR) Don't leave your résumé updates until you are going for a new job. Constantly update it as you achieve, develop new skills and have impact.

Selection Criteria (SC) Read the selection criteria for jobs you would like to go for in the future. Start working towards achieving these selection criteria.

Work Hard (WH) Chances are, the person in the position you are striving for worked hard to get there. Work hard and be noticed.

Embrace Opportunities (EO) When volunteers are sought to contribute to a new endeavour, put your hand up.

Corner Colleagues (CC) People who succeed have supporters/promoters in their corners. Invite people into yours and be there for others.

Distinctive Value Proposition (DVP) Know who you are, what you have to offer and where you are heading. Be proud of yourself and present yourself with confidence.

Mentors (MT) Is there a new or complex role/responsibility you want/need to learn? Ask someone experienced to partner with you the first few times.

Chess Pieces (CP) Be strategic about achieving your ultimate goal. This often takes some proactive moves first.

