

# Professional Skills & Non-Academic Career Options

Presented to: The Green Crop Network

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# Agenda

- Labour Market: Expanding your career options
- What do employers want?
- Making a decision

# Orientation

## INDUSTRY SECTOR

Agriculture, Forestry, Fisheries, & Oceans  
Arts, Entertainment, & Recreation  
Defence  
Education, Culture, & Training  
Environment  
Finance & Insurance  
Food Production & Development  
Health  
Information & Communication Technology  
Infrastructure & Construction  
Legal & Judicial  
Pharmaceuticals & Biotechnology  
Public Administration  
Real Estate  
Resources: Minerals, Metals, Mining, Oil & Gas  
Retail  
Social Assistance  
Transport

## TYPE OF ORGANIZATION

Public / Private / Non-Profit  
Small / Medium / Large  
Local / National / International

## GOALS OF THE ORGANIZATION

Construction & Installation  
Distribution  
Management & Operations  
Manufacturing  
Professional, Scientific & Technical Services  
(*E.G. Lab, Social, Educational*)  
Research & Development

## DEPARTMENTS

Research and Development  
Operations and Logistics  
Finance and Accounting  
Inventory and Warehousing  
Information Technology  
Human Resources  
Public Relations  
Sales & Marketing

## JOB TITLES

Agricultural Consultant  
Agricultural Policy Director  
Crop Scientist  
Environmental Biologist  
Soil Bacteriologist

YOU ARE HERE!

# Labour Market

| Occup. Categories   | Empl. Qc  | Empl. Mtl | Unempl.      | Growth % | Attrition % | Potential |
|---|-----------|-----------|--------------|----------|-------------|-----------|
| <a href="#"><u>ALL OCCUPATIONS *</u></a>  | 3,833,000 | 948,000   | AVG          | 1.1      | 2.9         | N/A       |
| <a href="#"><u>Agricultural Consultants and Specialists (2123) *</u></a>  | 1,050     | 100       | Very low     | 1.5      | 3           | Fair      |
| <a href="#"><u>Agricultural and Fish Products Inspectors (2222) *</u></a>   | 1,350     | 100       | Very low     | 0        | 2.7         | Fair      |
| <a href="#"><u>Biologists and Related Scientists (2121) *</u></a>   | 3,700     | 1,250     | Close to Avg | 2.1      | 1.6         | Fair      |
| <a href="#"><u>Business Development Officers and Marketing Researchers and Consultants (4163) *</u></a>             | 7,850     | 3,200     | Below Avg    | 2.1      | 2.8         | Good      |
| <a href="#"><u>Chemists (2112) *</u></a>  | 4,300     | 2,000     | Below Avg    | 1.8      | 3.6         | Good      |
| <a href="#"><u>Government Managers - Health and Social Policy Development and Program Administration (0411)</u></a> | 750       | 160       | AVG          | 1.9      | 8           | Fair      |
| <a href="#"><u>Specialists &amp; Inspectors Public Health &amp; Environment (2263) *</u></a>                        | 3,300     | 850       | Avg          | 2.6      | 3           | Good      |
| <a href="#"><u>Mathematicians, Statisticians and Actuaries (2161)</u></a>   | 2,600     | 775       | Very low     | 1.6      | 1.9         | Good      |
| <a href="#"><u>Natural and Applied Science Policy Researchers, Consultants and Program Officers (4161) *</u></a>    | 3,550     | 500       | Low          | 2.5      | 3.1         | Good      |
| <a href="#"><u>Other Professional Occupations in Physical Sciences (2115)</u></a>                                   | 500       | 130       | Low          | 0        | 3           | Fair      |

\* From update presented to CaPS Staff on June 3<sup>rd</sup> 2009 by Mario Jodoin, Economist, Service Canada

# Sample Job Titles by NOC

## **Agricultural Representatives, Consultants and Specialists ([2123](#))**

- Agricultural Advisor
- Agricultural Consultant
- Agricultural Extension Supervisor
- Agricultural Livestock Specialist
- Agricultural Representative
- Agricultural Soil and Crop Specialist
- Agricultural Specialist
- Crop Specialist
- Field Service Adviser – Agriculture
- Soil Conservationist
- Soil Fertility Expert

## **Biologists and Related Scientists ([2121](#))**

- Agricultural Scientist
- Agriculture Research Officer – Military
- Crop Scientist
- Environmental And Occupational Toxicologist
- Environmental Biologist
- Environmental Toxicologist
- Soil Bacteriologist

## **Government Managers - Economic Analysis, Policy Development and Program Administration ([0412](#))**

- Agricultural Policy Director – Government Services
- Agricultural Products Market Development Director – Government Services
- Agricultural Programs Manager – Government Services

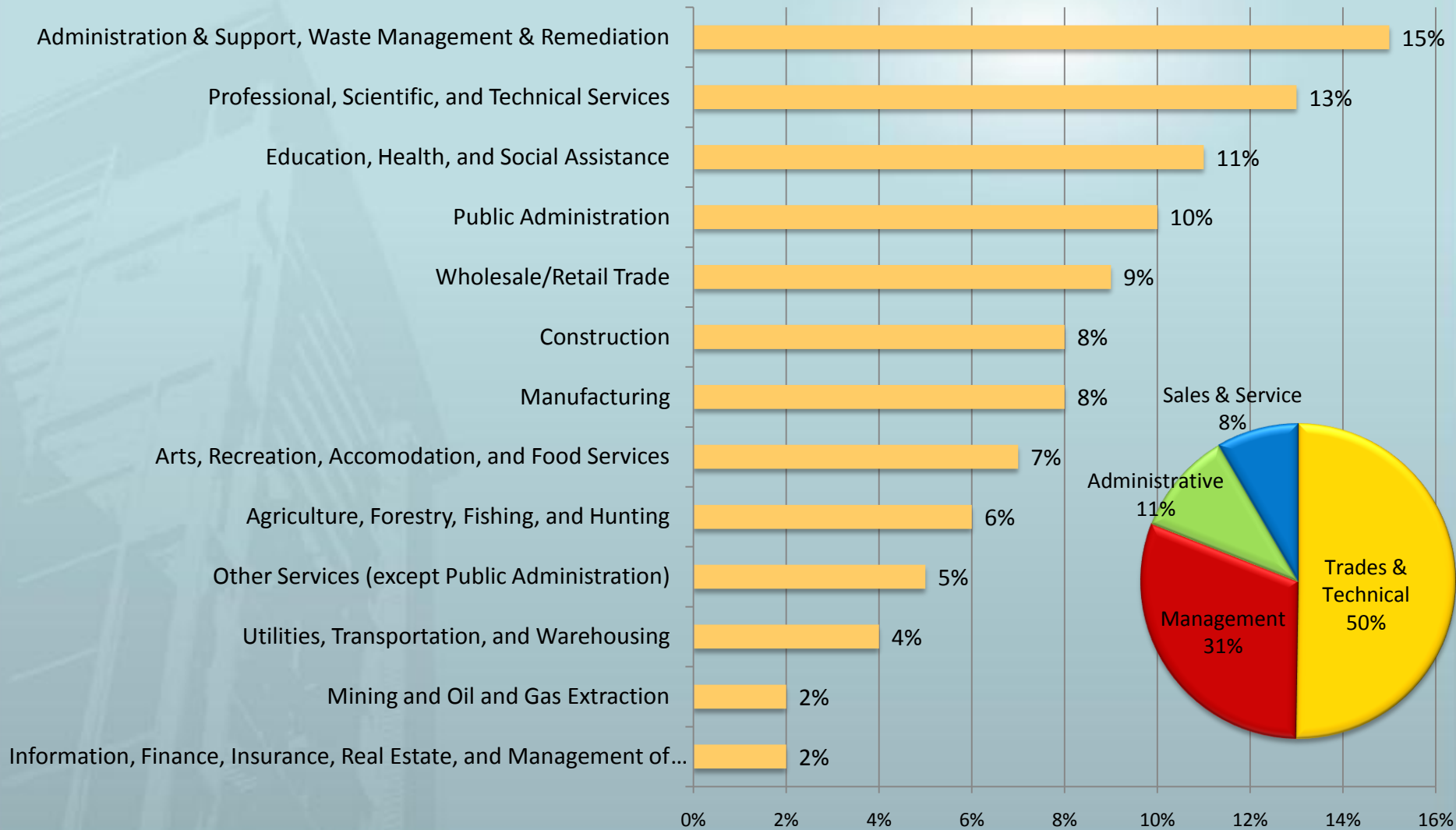
## **Mathematicians, Statisticians and Actuaries ([2161](#))**

- Biological And Agricultural Science Statistician
- Environmental Epidemiologist

## **Natural and Applied Science Policy Researchers, Consultants and Program Officers ([4161](#))**

- Agricultural Association Analyst
- Agricultural Issues Lobbyist
- Environmental Consultant /Advisor (Except Engineer)
- Environmental Education Consultant
- Environmental Impact Analyst
- Environmental Issues Lobbyist
- Environmental Program Coordinator
- Environmental Program Development Supervisor
- Environmental Program Manager

# What Industries Are the Jobs In?



# Top Areas Hiring in the Next Two Years





## Estimated Labour Gap – Canada's Non-Seasonal Workforce by Major Occupational Group

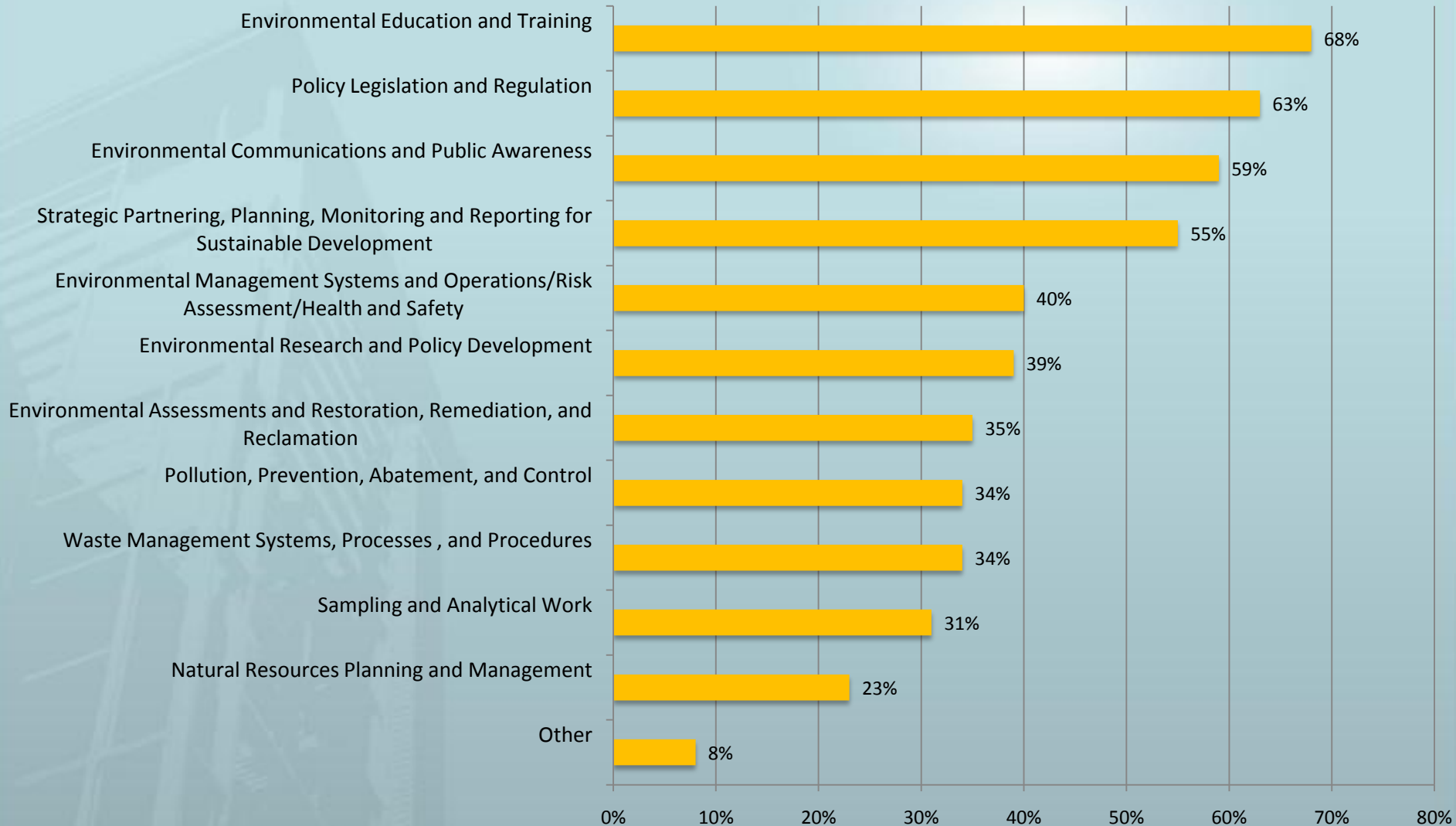
| Group                             | Current Workforce (est) | Current Estimated Vacancies (est) | Next 2 Years (2010) | Next 5 Years (2013) | Total Requirements 2008-2013 |
|-----------------------------------|-------------------------|-----------------------------------|---------------------|---------------------|------------------------------|
| Canada                            | 244,500                 | 25,590                            | 269,045             | 295,425             | +50,925                      |
| Tech/Specialists                  | 24,270                  | 2,225                             | 26,715              | 27,070              | +2,800                       |
| Machinery Mechanics and Operators | 22,220                  | 3,020                             | 25,370              | 30,810              | +8,590                       |
| Supervisors/Managers              | 38,320                  | 2,700                             | 39,900              | 42,415              | +4,095                       |
| Landscapers                       | 6,660                   | 1,990                             | 10,740              | 12,950              | +6,290                       |
| Aquaculture Workers               | 7,810                   | 360                               | 8,165               | 8,435               | ++625                        |
| General Farm Workers              | 128,885                 | 14,075                            | 140,340             | 154,675             | +25,790                      |
| Other Workers                     | 16,335                  | 1,220                             | 17,815              | 19,070              | +2,735                       |

Note: Occupational distribution based on Employer responses. Data may or may not align with other occupational data sources, including LFS and/or 2006 Census, due to focus on large farms only.

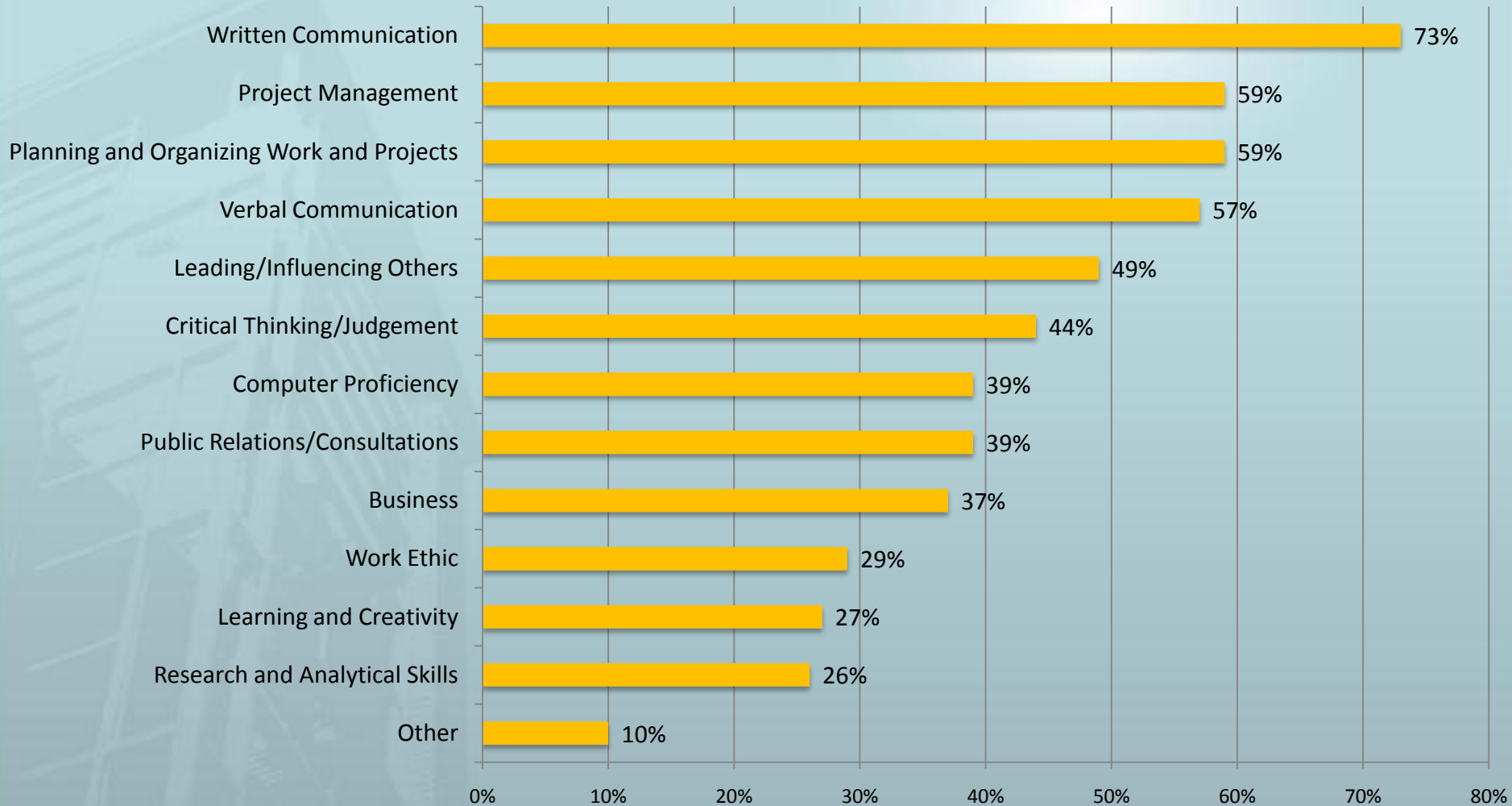


# What do employers want?

# Knowledge in Demand by Employers



# Essential Skills in Demand by Employers



# Most Desirable Skills

## As rated by 500 U.S. Employers\*

- Oral communication skills
- Problem-solving abilities
- Good interpersonal skills
- Motivation and the desire to succeed
- Common sense
- Integrity
- Initiative
- Adaptability
- Intelligence
- Enthusiasm
- Dependability
- Good work habits
- Follow-through  
(ability to get things done)

\*University of Michigan study

# Grad Skills - Examples

- Participated in group projects
  - Team Skills
    - Worked collaboratively toward a common goal. . .
- Participated in class discussions
  - Communication/leadership skills
    - Ability to persuade others to see your point of view. . .
- Wrote papers
  - Written communication skills, organizational, research
- Teaching Assistant
  - Oral Communication, leadership, organizational skills
    - Provided tutorials & Seminars, Individualized help...

# Making a Decision

1. **Research yourself**
2. Info gathering and **Networking**
  - Research career paths
  - Research companies/organizations
3. **Leave the tower!!**
  - Go on a date
4. Prepare your tools
  - CV
  - Cover letter
  - Interviewing

# Outline of career planning

## 1. Self Assessment

*Who am I? What am I passionate about?*

- Personality
- Values
- Interests
- Skills

## 2. Explore Options & Employers

*Where can I use my skills and education? Who would I like to work for? What company shares my values?*

- Career resource library & Websites
- Career Fairs & Company presentations
- Panel discussions
- Information Interviews & Networking
  - Not sure how? Come to our Networking Workshop!

## 3. Engage in new experiences

- Develop new skills
- Internship /Volunteer
- Try out a job!

## Ongoing activities...

- **Networking**
  - Developing contacts
    - 80% of jobs are obtained through networking
- **Develop your tools**
  - CV
  - Cover letter
  - Interview skills
- **Identify my barriers**
  - What obstacles might I face and how can I overcome them

# Web Resources

## Occupations & Labour Market

- [www.servicecanada.gc.ca/eng/qc/job\\_futures/job\\_futures\\_statistics.shtml](http://www.servicecanada.gc.ca/eng/qc/job_futures/job_futures_statistics.shtml)
- [www.careercruising.com](http://www.careercruising.com)

## Employers & Industries

- [www.ic.gc.ca/eic/site/company-entreprises.nsf/eng/home](http://www.ic.gc.ca/eic/site/company-entreprises.nsf/eng/home)
- [www.vault.com/cb/careerlib/careerlib\\_main.jsp?parrefer=7165](http://www.vault.com/cb/careerlib/careerlib_main.jsp?parrefer=7165)

## Sector Councils

- [www.cahrc-ccrha.ca](http://www.cahrc-ccrha.ca)
- [www.eco.ca](http://www.eco.ca)

## General

- [www.mcgill.ca/caps](http://www.mcgill.ca/caps)

# Contact Information

## Lorna MacEachern– Career Advisor

- 514-398-7573
- [Lorna.maceachern@mcgill.ca](mailto:Lorna.maceachern@mcgill.ca)

## CAPS Website

- [www.mcgill.ca/caps](http://www.mcgill.ca/caps)

## CAPS Offices

- 398-3304 ext.0321 (to schedule an appt.)
- Monday – Friday, 9am – 5pm
- Downtown: Brown Student Services Building, 3600 McTavish, suite 2200
- Macdonald Campus: Centennial Centre, 21,111 Lakeshore, Student Services

# Our Services

**JOB POSTINGS:** Every day throughout the year, employers in search of qualified students contact CAPS with job opportunities. These openings can either be internship, part-time, summer, or full-time permanent positions. All our jobs are posted online on our website.

**C.V. DROP-IN:** You can come by CAPS to have your C.V. reviewed during a daily designated hour.

**INDIVIDUAL APPOINTMENTS & MOCK INTERVIEWS:** If you need someone to help you prepare for an interview, assist in your career choices or you simply want to hear some reassuring words, an advisor is available to help make your job search and career planning less stressful.

**CAREER DEVELOPMENT WORKSHOPS:** These workshops are offered throughout the academic year on over 15 topics.

**CAREER RESOURCE CENTRE:** Whether you are looking for information on careers, scholarships, networking, contact information for different industries, specifics on a program of study, or job listings, the Resource Centre offers a wide array of resources.

**CAREER FAIRS:** Career fairs are organized throughout the year in conjunction with student groups and provide excellent opportunities for you to meet company representatives from a variety of industries.

**PROFESSIONALS ON CAMPUS:** Professionals from all over come to campus to participate in panel discussions and deliver company info sessions. These networking events are a great resource for exploring your career options and increasing your contacts in the working world.

**PEER EDUCATORS:** CAPS Peer Educators' general objective is to publicize CAPS throughout McGill and increase students' readiness for the job search process.

**PACE:** An interactive program to help you explore career preferences, personal goals, current market trends, and job search strategies. This program is a joint initiative of McGill Counselling Service & CAPS.

**MENTOR PROGRAM:** The McGill Mentor Program provides ties with alumni professionals who can offer valuable advice about career alternatives, job requirements, and career-life balance.