CAREER DEVELOPMENT & INTERNSHIP

Dr. Ken Yau
January 18, 2022
Educational Institutions (28%)
Primary Schools, Secondary Schools & Universities, etc.

Community, Social & Personal Services (21%)
Welfare/Community Services, Professional Associations, Cultural Services & Political Groups, etc.

Civil Services (16%)

Commerce & Industry (35%)
Manufacturing, Marketing/Retailing, Hospitality & Tourism Service, Financial Institutes & Business Service, etc.

(Source: Centre of Development and Resources for Students, HKU (2020) “Graduate Employment Survey 2020 Bachelor’s Degrees”)

(Source: Graduate Employment Survey 2020)
Career Development Model

CREATE YOUR FUTURE
- Personal Career Branding
- Job Search Documents
- Social & Online Networking
- Applications & Interviews
- Work Experience

KNOW YOUR VALUE
- Values
- Interests
- Strengths
- Personality
- Aspirations

PLAN YOUR ACTIONS
- Decision Making
- Goal Setting
- Prioritizing Tasks
- Action Planning
- Reality Testing

EXPLORE YOUR OPTIONS
- Industry Trends
- Occupational Research
- Educational Paths
- Work Environments
- Career Options

Source: Career Professionals of Canada [https://careerprocanada.ca/we-need-to-value-career-development/](https://careerprocanada.ca/we-need-to-value-career-development/)
Step 1
Find out about yourself

- Begin by thinking about yourself --know what you want
  - What do I like to do?
  - What are my interests?
  - What do I enjoy doing?
  - What do I do for leisure?
  - What my values are?
  - What kind of things are important to me?
  - What am I good at?
  - What skills do I have?
  - What kind of person do I want to be?
Step 2
Explore different careers

• Career Exploration
  ➢ How many types of careers are out there?
  ➢ How are they connected?
  ➢ How are they going to change?
  ➢ What are the characteristics of these careers?
  ➢ What do people say about them?
  ➢ Are there pros and cons?

• Seeking out these Careers
  ➢ Where do I find them?
  ➢ Get information from a variety of sources.
  ➢ How else do I find them?
Facilitating your Internship Application

3 Guiding questions for Personal Statements:

a) What attributes, character, skills and/or experience make you best fit to this internship position?

b) What are your aspiration, goals, and/or development areas and how are they relevant to the internship position?

c) How will you contribute to the work of Community Partner you are applying for?

Step 3 / 8 » Personal Statement & CV

Personal Statement

A tailor-made personal statement expresses the student’s specific motivation for participating in each choice of internship application with 200-500 words.

Choice 1: American Club Foundation (Charity Interns for Fundraising and events / Grant giving / Volunteering)

Your Personal Statement may cover the following topic(s):

a. What attributes, character, skills and/or experience make you best fit to this internship position?

b. What are your aspiration, goals, and/or development areas and how are they relevant to the internship position?

c. How will you contribute to the work of Community Partner you are applying for?
How to select your placement choices?
- Internship Application for Your Career

- By specific Community Partner organisation
- By specific kind of Community Partner
- By location
- By specific internship task/project
- By internship programme

<table>
<thead>
<tr>
<th>Community Partners</th>
<th>Internship Topics/Posts</th>
<th>Placement Quota</th>
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</thead>
<tbody>
<tr>
<td>Over 140</td>
<td>More than 210</td>
<td>Around 475</td>
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</table>
By Social Issues (17 SDGs)

Placements by Social Issues (17 Sustainable Development Goals)

The 17 Sustainable Development Goals (SDGs) were adopted by all United Nations Member States in 2015 as a universal call to action to end poverty, protect the planet, and ensure that all people enjoy peace and prosperity by 2030. They address the global challenges we face, including poverty, inequality, climate change, environmental degradation, peace and justice. For details of SDGs, please refer to the following designated website: https://sdgs.un.org.

No Poverty

Community Partners:

- Amity Foundation, Hong Kong
- ELCHK Communion Lutheran Elderly Health Centre
- End Poverty
- Hong Kong Church Network for the Poor
- Operation Blessing
- World Vision Hong Kong
By 5 Categories of Internship Tasks

1. Clinical and Educational Services (CES)
2. Communication, Media and Culture (CMC)
3. Corporate Social Responsibility (CSR)
4. Community or Social Services (CSS)
5. Research and Policy Analysis (RPA)
<table>
<thead>
<tr>
<th>Programme/Catagory</th>
<th>Community Partner</th>
<th>Internship Topic</th>
<th>Quota Left</th>
<th>No. of Applicant(s)</th>
<th>Will CP consider non-Chinese speaking students?</th>
<th>Job Detail</th>
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<tbody>
<tr>
<td><strong>Social Innovator</strong></td>
<td>Social Enterprise Business Centre under the Hong Kong Council of Social Service</td>
<td>Impact Assessment Support Scheme (IASS)</td>
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<td>View</td>
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<td>Innovator Farm - Project Assistant</td>
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<td>-</td>
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<td>Fullness Academy - Research Assistant</td>
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<td>-</td>
<td>√</td>
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<td>Social Enterprise Development Intern</td>
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<td>View</td>
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<td>Social Innovator</td>
<td>Social Innovator in Shanghai</td>
<td>10</td>
<td>-</td>
<td>√</td>
<td>View</td>
</tr>
</tbody>
</table>
What Internship does for Your Career?

- A position to learn about your career
- An opportunity to develop your career
- A real life situation to refine and define your passions
- A proper place for you to demonstrate your capabilities and potential opportunity to form network for future work
- Opens up other possibilities
Soft Skills Vs Hard Skills

**HARD SKILLS**
Categorised as “a skill that one can learn and develop through education and training”.

**SOFT SKILLS**
Characterised as ‘personality traits and relate more to social and emotional intelligence’. These are not as much about knowledge and learning, but rather behaviour that you exhibit in various circumstances.
What do employers look for?

According to a 2019 LinkedIn survey, employers said their top five valued soft skills were:

1. Persuasion
2. Collaboration
3. Adaptability
4. Emotional intelligence
5. **Creativity

Source: LinkedIn 2019 Talent Trends: Soft Skills, Transparency and Trust
CREATIVITY

• Creativity was ranked the most in-demand soft skill because it allows people to solve problems in unique ways. Companies want creative employees because they can think of new, better solutions to problems.
Which other soft (transferable) skills...?

- Collaboration Adaptability
- Emotional Intelligence
- Communication
- Time Management
- Critical Thinking
- Research and Analysis
- Initiative
How to bridge the gap btw Internship & Career?

✓ Create a list of learning goals
✓ Update your resume
✓ Network and build contacts
✓ Define and build upon your professional identity
Internship for Academic Career

• To enrich your research and publication experience
• To understand on social issues to figure out your research topic and interest
• To establish a network and trust for research fieldwork in collecting data and observation
• To identify your skill to work independently
Alumni Sharing

❖ Mr. John LEUNG,
BSocSc 2021
Major in Psychology, Minor in Sociology
Interned at Hok Yau Club

❖ Mr. Anthony WONG,
BSocSc 2021
Major in Psychology, Major in Philosophy
Interned at TreeholeHK
Forthcoming Events

**JAN 19 (WED)**

5:30pm – 6:30pm  
CV Writing Skills Workshop  
@Social Sciences Chamber  
By Dr Ken Yau,  
Experiential Learning Team,  
Faculty of Social Sciences

**JAN 20 (THU)**

3:30pm – 4:30pm  
Interview Skills Workshop  
@Social Sciences Chamber  
By Ms Lancy Chui,  
Senior Vice President,  
ManpowerGroup Greater China

Register NOW!
Individual Advice

JAN 20 (THU)
4:30pm-5:30pm

JAN 24 (MON)
2:00pm-3:00pm

INDIVIDUAL CONSULTATION SESSIONS
with EL Team @Zoom/@EL Hub (Walk-in Welcome)

Meeting ID: 918 5845 5209
Password: 234515

Further Enquiries

- Please contact Dr. Ken Yau
  - Email: tkyau@hku.hk
Reference