

Mastering Your Career Course

Mastering Your Career course

Mastering Your Career (MYC) is a mandatory course worth 2 ECTS with **five mandatory sections**.

Please check requirements by section. In order to pass this course **you will need to fulfill them all**.

The course is held by Careers @ Nova SBE team with external invitees and organizations.



Five Mandatory Sections

- Discovery Week
30th Aug - 1st Sep
- Career Fair
22nd Sep
- Career Workshops
Sep - Nov
- Career Events
Sep – Nov
- CV Checkpoint – VMock
Sep - Nov



Requisites to pass MYC Course

Section	When	What	Requisite	Enrollment
Discovery Week	Aug. 30 th to Sep. 1 st	Welcome week to all Master students, with career-related events.	Mandatory to attend the whole DW event.	All students are automatically enrolled.
Virtual Career Fair	Sep 22 nd	Involving more than 40 organizations, the main goal is to promote closer interaction between Employers and all students from Nova SBE.	Mandatory for students to attend at least 1 Talk during the Career Fair.	Students have to attend this activity by registering in Vfairs. Attendance will be provided by the Vfairs platform.
Career Workshops	Sep-Nov	Workshops organized and held by the Careers @ Nova SBE, with internal and external facilitators/speakers, with career-related topics.	Mandatory to attend 1 Career Workshop in the Fall semester of their Masters.	Students have to choose the Career Workshop that is most attractive to them and enroll through the bidding system.



Requisites to pass MYC Course

Section	When	What	Requisite	Enrollment
Career Events	Sep-Nov	Career events, aiming to help students complement and consolidate relevant information and tools to increase the knowledge of the market and the success rate of recruitment processes.	Mandatory to attend a minimum of 2 Career Events during the Fall semester.	Students must enroll in the Career Events powered by MYC, by registering in Job Teaser, Nova SBE Career Center. In each event, we will inform the students how the attendance will be controlled.
CV Checkpoint (VMOCK)	Until Nov. 26 th	A platform to help you build a powerful CV, according to Nova SBE guidelines.	Students must upload their CV on VMOCK until November 26 and get a minimum of 70 points .	All students are automatically registered on this platform.



Career Workshops

Bidding codes and guidelines
Sessions Syllabus



Career Workshops

Bidding Codes and Guidelines



Career Workshops 2021

DESIGN YOUR CAREER

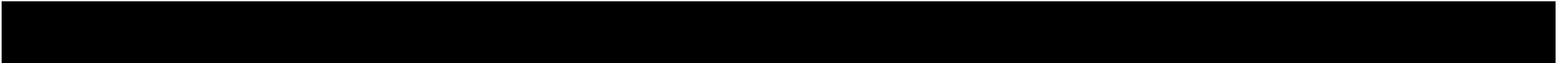
- Explore Your Career Options
- Explore the Economics Job Market
- Explore Jobs in Finance
- Explore Jobs in Business Analytics
- Careers with Impact
- Explore Jobs in Int. Development & Public Policy
- Careers in Consulting

RECRUITMENT TOOLS

- Master Interviews for Asset Management
- Master Interviews for Investment Banking
- Master Interviews for Financial Markets
- Master Interviews for Consulting
- Land a Job at Intergovernmental Organizations
- Prepare for Behavioural Interviews
- Prepare for Assessment Centers
- Master your Pitch as an Entrepreneur for Investors
- Entrepreneur: Know who can help you to start your business
- Pitch your Personal Brand

Requisites & Bidding Guidelines

- You must bid and enroll in at least 1 Career Workshops.
- Workshop length is 1h30 maximum.
- Please be aware not to overlap your Career Workshop with other activities you might have.
- During the semester it will not be possible to make any exchanges, so choose wisely.
- Assessment: All workshops are evaluated on a Pass / Fail scheme, depending only on attendance.



Career Workshops

Syllabus



70004

Explore the Economics Job Market

In this workshop, you will learn about different sectors, areas, and geographies that can be interesting for economics students, with experienced professionals / Nova SBE alumni working in different sectors.



70004

Explore the Economics Job Market

Class Instructor

Experienced Professionals

Available Classes

TA

Date: October 26 , 2021

12:30 pm – 2:00 pm

Format: Online

70005

Explore Jobs in Finance

In this workshop, you will learn about diverse professions in Finance.

Its focus will be tailored to your future job aspirations. It aims to introduce a broad variety of finance professions that might suit you and that you might not have considered. Topics include careers in Investment Banking, PE, Buy-Side (Asset Management/Hedge Funds), Sales & Trading, Private Banking, and newly emerging careers in FinTech as well as Finance in Corporations.

Your learning outcomes should be that you can make an informed choice of the most suitable program for you based on your skills, and passion. The workshop will then discuss the application strategies, recruitment process, and timelines.



70005

Explore Jobs in Finance

Class Instructors

iLovetobe Consultant, experienced in the finance Industry, in leading Banks and institutions, and helping students coaching and preparing them to successfully enter the financial industry.

Available Classes

TA
September 15, 2021
9:30 am – 11:00 am

Format: Online

70008

Master interviews for Asset Management

In this workshop, you will learn about topics related to Asset Management, with the support of an expert. Quite often, recruitment processes for this area start very early, and students do not always feel prepared to answer technical questions.

The workshop's primary goal is to share some knowledge that might help you prepare for these types of interviews.



70008

Master interviews for Asset Management

Class Instructor

Experienced Professional

Available Classes

TA
September 29, 2021
09:30 am – 11:00 am

Format: Presential
Room: Boo9

70009

Master interviews for Investment Banking

In this workshop, you will learn about topics related to Investment Banking, with the support of an expert. Quite often, recruitment processes for this area start very early, and students do not always feel prepared to answer technical questions.

The workshop's primary goal is to share some knowledge that might help you prepare for these types of interviews.



70009

Master interviews for Investment Banking

Class Instructor

Experienced Professional

Available Classes

TA
September 29, 2021
9:30 am – 11:00 am

Format: Presential
Room: D139

70010

Master interviews for Financial Markets

In this workshop, you will learn about topics related to Financial Markets, with the support of an expert. Quite often, recruitment processes for this area start very early, and students do not always feel prepared to answer technical questions.

The workshop's primary goal is to share some knowledge that might help you prepare for these types of interviews.



70010

Master interviews for Financial Markets

Class Instructor

Experienced Professional

Available Classes

TA
September 29, 2021
9:30 am – 11:00 am

Format: Presential
Room: Boo8

70011 Land a Job at Intergovernmental Organizations

In this workshop, we would like to motivate students to apply by sharing success stories and advice, given that most economics students are interested in intergovernmental organizations. You will learn how to prepare for the main phases of the recruitment process.



70011

Land a Job at Intergovernmental Organizations

Class Instructor

Experienced Professional

Available Classes

TA
November 2, 2021
12:30 pm – 2:00 pm

Format: Presential
Room: B010

70013

Prepare for Assessment Centers

In this workshop, you will understand what is an Assessment Centre, and how you can better prepare for it.

You will experience the role of an Assessor, comprehend what an assessor looks for and how to evaluate competencies, and have the opportunity to participate in a Group Exercise and receive feedback from a member of the Careers @ Nova SBE.



70013 Prepare for Assessment Centers

Class Instructor

Careers @ Nova SBE team

Available Classes

TA

October 7, 2021

1:00 pm – 2:30 pm

Room: D010

TB

November 12, 2021

4:00 pm – 5:30 pm

Room: D010

Format: Presential

70020 Careers With Impact

In this workshop, students will have the opportunity to get testimonials from experienced professionals. They will be able to pose questions and learn from their experience. There will also be a lecture with an overview of the market.

Are you curious about how our alumni have developed their careers with impact? What do they think was most vital for their accomplishment? What are the skills you need to advance and succeed in this field? Which precious advice do they have to share with you? This workshop is for you.



70020 Careers With Impact

Class Instructor

Careers @ Nova SBE Team and Alumni

Available Classes

TA

November 11, 2021

1:00 pm – 2:30 pm

Format: Online

70022

Explore Your Career Options

In this workshop you will learn:

- Tools to explore an array of career options from different perspectives that better suit your profile;
- Provide and receive feedback to/from your peers according to your interests, strengths, preferences, and personal fulfillment.
- A framework to develop and promote your self-knowledge so you become more confident and effective in navigating the twists and turns of your unique career path.

“Which job roles and companies could better match my profile and ambitions?”

"What are my industry interests?"

"What are my values and strengths?"

Your career will play a big role in your future. It can affect your identity, personal fulfillment, lifestyle, income, family, and social relations. In this workshop, we will help you answer these and other questions individually while creating dynamic group interactions with your peers.



70022 Explore Your Career Options

Class Instructor

Careers @ Nova SBE Team

Available Classes

TA September 9, 2021 1:00 pm to 2:30 pm	TC November 12, 2021 4.00 pm to 5.30 pm
Room: Boo8 Format: Presential	Format: TBC Presential/Online
TB November 4, 2021 1:00 pm to 2:30 pm	
Room: Boo8 Format: Presential	

70026 Master Interviews for Consulting

Consulting interviews

In this workshop, you will learn how to prepare for Case Interviews, and you will have the opportunity to know a case interview structure, what is expected from a successful applicant, how to approach it, and the Do's and Don'ts, in order to increase your success.

Case interviews are mostly used for the recruitment processes of management consulting and strategy positions, but they can be part of the recruitment process in other industries and functions as well.



70026

Master Interviews for Consulting

Class Instructor

External provider / Alumni (TBC)

Available Classes

TA October 7, 2021 1:00 pm-2:30 pm	TC October 28, 2021 1.00 pm – 2.30 pm
Room: B137	Room: B137
TB October 8, 2021 4:00 pm – 5:30 pm	Format: Presential
Format: TBC Presential/Online	

70027

Prepare for Behavioral Interviews

In this workshop, you will learn about:

- What is a Competency Based Interview (CBI) and what questions can you be asked;
- How do CBIs differ from other types of interviews and their objectives;
- How to prepare for CBI interviews;
- What to do when answering Competency Based Interview types of questions.



70027

Prepare for behavioral interviews

Class Instructor

Careers @ Nova SBE Team

Available Classes

TA

October 29, 2021

4:00 pm – 5:30 pm

Room: D139

TB

November 18, 2021

1:00pm – 2:30pm

Room: B137

Format: Presential

70029

Explore Jobs in Business Analytics

In this workshop, you will learn about several professions related to Business Analytics. Its focus will be tailored to your future job aspirations.

It aims to introduce a broad variety of professions that combine the management and the technological worlds, and that might suit you and that you might not have considered.

Your learning outcomes should be that you can make an informed choice of the most suitable path for you based on your skills and passion. Application strategies, recruitment process, and timelines will also be presented.



70029

Explore Jobs in Business Analytics

Class Instructor

Experienced Professional

Available Classes

TA

November 16, 2021

12:30 pm – 2:00 pm

Format: Online

70031

Master your Pitch as an entrepreneur for investors

Would you like to know how to present an idea, a product, service, or yourself in a limited time frame? Find out ways on how to be prepared for developing new relationships or selling an amazing idea and gain visibility with key players and business influencers.



70031

Master your Pitch as an entrepreneur for investors

Class Instructor

Experienced Professional

Available Classes

TA

November 25, 2021

1:00 pm – 2:30 pm

Format: Presential

Room: B011

70032

Entrepreneur: Know who can help you start a business

Would you like to know what are usually the steps to start a new business? How can you find ways and people to support you to make your idea gain format and transform it into a successful business?

This workshop is for you!



70032

Entrepreneur: Know who can help you start a business

Class Instructor

Experienced Professional

Available Classes

TA

November 4, 2021

1:00 pm – 2:30 pm

Format: Presential

Room: B011

70033 Explore Jobs in Int. Development & Public Policy

In this workshop, you will learn about different sectors and areas related to International Development and Public Policy, through the experience of professors/professionals / Nova SBE alumni working in different sectors.



70033

Explore Jobs in Int. Development & Public Policy

Class Instructor

Experienced Professional

Available Classes

TA
November 16, 2021
12:30pm – 2:00pm

Format: Online

70034 Careers in Consulting

This workshop will help you make an informed decision on whether a career in Consulting could be an option for you, and it will provide you with all the information you need about the typical career path within the industry .We will discuss about the differences among the main types of consulting firms, their recruitment timelines, and the strategy you need to follow when applying for positions in the industry.

In addition, we will talk about the main skills recruiters look for, the most typical recruitment processes and how you can best prepare for them in the following months.



70034 Careers in Consulting

Class Instructor

Experienced Professional (TBC)
/Careers @ NOVASBE Team

Available Classes

TA
September 9, 2021
1:00pm – 2:30pm

TB
October 1, 2021
4:00pm – 5:30pm

Format: Online

70035

Pitch your Personal Brand

Clearly communicating who you are is critical to helping others understand your unique value. In this workshop, Joseph Liu, a personal branding strategist & former brand marketer, will teach you a simple framework to pitch who you are in an effective and compelling way.

Learn how to effectively communicate your background, goals, and career story in common situations like networking events, recruitment conversations, and interviews. You will learn how to develop and deliver a memorable personal elevator pitch so your unique skills, experience, and approach can come through to help you achieve your career goals.



70035

Pitch your Personal Brand

Class Instructor

Joseph Liu

Available Classes

September 16, 2021

1:00pm – 2:30pm

Format: Online

Contacts

careers@novasbe.pt