WELCOME

The AGSM Career Development Centre is excited to present our Careers Month program for 2017. While the main concentration of on-campus employer activity happens each September, the AGSM Career Development Centre is engaging with our global employer network all year-round.

This year we are pleased to welcome new companies to campus and to build on the successful initiatives introduced to the Careers Month event series in 2016. The AGSM Career Development Centre is committed to broadening our corporate reach and to providing ongoing career development opportunities for our recent graduates and alumni community, both in Australia and around the world.

This program contains all the information you will need to ensure that you make the most of the impressive range of opportunities that Careers Month brings.

For those students and graduates based interstate, travelling or unable to attend the sessions for any reason, detailed notes will be taken at each presentation, collated and distributed each week, along with a full matrix of application timings.

All job postings and Expressions of Interest will be made available to our Full-Time MBA candidates, as well as our final stage MBA (Executive) and MBAX students and graduates on the Career Management Platform.

The AGSM Career Development team look forward to spending Careers Month with you and sharing in your success.
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To be kept in the Careers Month loop, be sure to follow our updates via our Social Media channels:

@UNSWAGSM
AGSM @ UNSW BUSINESS SCHOOL
FACEBOOK.COM/UNSWAGSM
# CAREERS MONTH PRESENTATIONS SCHEDULE

This schedule is subject to change.

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YOU MUST REGISTER FOR EACH SESSION TO WISH TO ATTEND VIA THE CAREER MANAGEMENT PLATFORM

HTTPS://AGSM-CSM.SYMPLICITY.COM/STUDENTS/

## PROGRAM PROTOCOL

You will be required to sign in to each presentation you attend and full audience details will be provided to the recruitment contact for each company attending campus.

Registration for Week 1 will close Thursday, 31st August, all other presentations will close 24 hours before the start time.

There may be waiting lists for some sessions. If you are unable to attend a session you have registered for, please ensure you let the Career Development team know 24 hours in advance or update your registration via the Career Management Platform.

Full details regarding those firms who are actively recruiting versus accepting Expressions of Interest will be noted in the event description via the Career Management Platform.

Full location details for any session hosted off-campus will be noted in the event description via the Career Management Platform.
RECRUITMENT & EXPRESSION OF INTEREST SUBMISSIONS

The AGSM Careers Month event series is designed to present a variety of post-MBA career opportunities and the range of companies joining the schedule may or may not be recruiting for specific roles at the time of their presentation.

RECRUITING

All companies accepting applications as part of the Careers Month on-campus recruitment activities will be posted on the Jobs Board via the Career Management Platform and a full matrix of application timings will be made available.

EXPRESSIONS OF INTEREST

Companies who are not promoting specific roles during Careers Month will be seeking Expressions of Interest (EOI) submissions to assist them in building a long term AGSM talent pipeline. This provides AGSM with the opportunity to highlight the value of corporates engaging with us for on-campus recruitment and employer branding activities by showcasing our highly motivated, talented graduates from across our suite of MBA programs.

As part of the EOI submission process, you will be required to provide a resume and complete a short career profile questionnaire. Each questionnaire is tailored to each individual company and designed in collaboration with our corporate partners to help identify high potential candidates who align with the organisations long-term people and talent strategy.

This process will be managed by the Career Development team. Incomplete submissions will not be forwarded to the company and only candidates of interest will be contacted to discuss potential opportunities.
# AGSM CAREER DEVELOPMENT SERIES

We are committed to the ongoing career development of our AGSM students and graduates. The grid below provides you with a succinct overview of the Career Development workshops hosted during Week 1 of Careers Month to help you put into action a suitable career strategy and ensure you get the most out of Careers Month and the ongoing recruitment activities that may lie ahead.

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<th>Workshop Title</th>
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<td><strong>NAIL THE CASE WITH FRANCOISE MICHEL:</strong></td>
<td>Cases are often the decisive factor when interviewing for management consulting firms. If you are not prepared, remember that the other candidates will be. Get a deeper insight into what the firms will be testing you on during your interviews and practical tips to help you nail the case!</td>
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<td><strong>YOUR CAREER PLAN:</strong></td>
<td>Your MBA is the perfect opportunity to reflect on your career so far, review your career goals, clarify your skill sets and reinvent yourself for your future. Working on your career plan involves exploring options, developing contacts and managing transitions. Let us assist you with breaking your career plan into tangible steps.</td>
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<td><strong>TELLING YOUR STORY:</strong></td>
<td>How do you tell your story so that it is meaningful and relevant? Your career story is part of your ‘brand’ which is told through your resume, cover letter, bio and LinkedIn profile. Clarify a clear and cohesive story to tell in person, online and in your job application documents.</td>
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<td><strong>POSITIONING FOR YOUR NEXT ROLE:</strong></td>
<td>Making a career move is not as easy as expected, even with an MBA. Positioning for your next role involves gaining additional relevant experience and educating your networks about your new goals. Your aim is to pitch your skills and expertise to prospective employers and shine at behavioural job interviews.</td>
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Please register for these sessions via the Career Management Platform, under the Workshops & Club Events tab.

A document review service is available for all those intending to submit applications as part of the Careers Month recruitment activities. Please email your cover letter and resume to Barbara Mackie directly – b.mackie@agsm.edu.au.

We advise that there will be a three day maximum turn around period for document reviews.

Any documents submitted from Wednesday, 13th September onwards are not guaranteed to be reviewed and returned in time for applications to open on Friday, 15th September. Resume reviews for Expression of Interest submissions will be available from Monday, 18th September.
IMPORTANT DATES

Monday 21st August – Wednesday 13th September

- Careers Month 2017 Schedule released and registration opens via Career Management Platform
- Document review service available
- Registration for sessions held in Week 1 closes, expected numbers can be provided to attending companies, registrations for Weeks 2 & 3 will close on a rolling basis

Monday 4th September – Friday 8th September

- Consulting Week (Week 1)
- Industry Weeks (Weeks 2 & 3)
- Weekly Wrap Up notes (Week 1) and full matrix of recruitment deadlines released
- Expression of Interest and consulting recruitment applications open via Career Management Platform
- Weekly Wrap Up notes (Week 2) released and Resume reviews for Expression of Interest submissions continue
- Weekly Wrap Up notes (Week 3) released

Monday 11th September – Friday 22nd September

- Monday 11th September
- Friday 15th September
- Monday 18th September
- Wednesday 20th September
- Sunday 1st October
- Expression of Interest and consulting recruitment applications open via Career Management Platform
- Interviews may commence, scheduling and process managed by the firms
- Weekly Wrap Up notes (Week 3) released
- Expression of Interest submissions close
CONSIDERING CONSULTING?

Securing a management consulting offer through on-campus recruitment activities is a highly prized and fiercely competitive process. If you intend to apply for consulting opportunities during Careers Month, preparation is vital! A strong, well-structured application is an important part of the process, as is being case interview ready.

Before submitting your application, we recommend you consider the following:

RESUME
- 1-2 page maximum
- Highlight leadership experience
- Where have you had impact?
- Quantify – how many, what percentage?
- Sans Serif font (e.g. Arial)
- Spell check!

COVER LETTER
- 1 page maximum
- Tailor each cover letter
- Refer to the Weekly Wrap-Up notes
- Have someone else proof-read

CASE AND INTERVIEW PREPARATION
- Take your time
- Build rapport
- Ask clarifying questions
- Be yourself
- Show your thinking

We encourage you to also make use of the Career Development Centre resources, available via the Resources tab on the Career Management Platform.
Careers Month is the time to start focusing on your future career goals and we encourage you to be curious and open minded about the variety of career paths that are available to you as an AGSM MBA graduate.

It is important that you participate and absorb as much information as you can. The reward may not be as straightforward as you think; often the contacts you meet and relationships you build will set the foundation for what is to follow.

- Do your research
- Have your documents near completion
- Prepare insightful questions
- Be open to different career opportunities
- Business attire!
- Be punctual
- Is your LinkedIn profile up to date?
- Attend as many sessions as possible
- Manage your time well
- Register for every session you wish to attend
- Ensure your Career Profile on CMP is 100% complete
  (under My Account, My Career Info)
- Be respectful of your peers
- Be enthusiastic
- Be professional
- Be curious
- Exercise common sense
- Do not ask companies about remuneration
- Make use of the resources available

MAKE CAREERS MONTH WORK FOR YOU
LOCATION & CONTACT

AGSM Career Development Centre
G17 AGSM Building
Gate 11, Botany Street
Kensington, UNSW, 2052

T: +61 2 9931 9219
E: careercentre@agsm.edu.au
W: www.agsm.edu.au/careers