Information about the course modules
The course modules of “Fix the leaky pipeline!” will take place with the minimum number of registrations mentioned in the table at ETHZ, EPFL or in Dübendorf. This first time, each module is planned at only one location. If there is much interest for a module in the other location, we can consider organizing a second course. Materials and snacks are included in the course fees; lunch is only included if the number of participants is above the minimum. In case of financial need, we suggest you ask your supervisor, department head or the department for training, human resources or a mentoring organization if support is available.

If you are interested in the courses please ask for more information and registration forms or register just now.

I'm interested in following courses.
☐ “Job interview training in acad.”
☐ „The Personal Portfolio”
☐ „SELF-marketing”
☐ „Career planning”
☐ „Leadership skills + people manag."
☐ „How to succeed in the sc. comm.”
☐ „Negotiation and conflict manag.”

Details
☐ I am registering right now
☐ Please send me the registration form with all details

„Fix the leaky pipeline!“
This Impulse program offers young female Ph.D.s the opportunity to reflect on their professional situations, develop a strategy for embarking or continuing on their career paths, receive targeted further training, and extend their personal and scientific networks. The core elements of the project are customized further education, work in peer groups, inter-institutional cooperation and the setup of an interdisciplinary network. The aim, actively supported by the ETH Domain, is to support women in their scientific careers and in the process to fix the 'leaky pipeline' of women in science.

Please send this form to
Fax 044 823 53 75
or send an e-mail to
info@fix-the-leaky-pipeline.ch

My address:
Title and names: ________________________
_____________________________________________________________________
Work address: ________________________
_____________________________________________________________________
_____________________________________________________________________
_____________________________________________________________________
E-mail: ______________________
_____________________________________________________________________

Accompanying courses of the career-building program “Fix the leaky pipeline!” for women scientists with PhD, working in the ETH-Domain and other technical academic fields.

www.fix-the-leaky-pipeline.ch
# Course modules

<table>
<thead>
<tr>
<th>No</th>
<th>Title</th>
<th>Contents and aims</th>
<th>Trainer</th>
<th>Days</th>
<th>Dates</th>
<th>Time</th>
<th>Loc.</th>
<th>Costs</th>
<th>No part.</th>
<th>Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Job interview training for academic careers</td>
<td>Career goals and experiences with academic application proc. – Elements of academic application proc. – Structure of selection processes for academics – The written application – Presenting a personal profile in an interview – Great expectations: interests of a finding committee – Academic interview settings – Conducting interviews in academic settings – Video-supported assessment simulations – Strategies for successful applications in academia</td>
<td>Prof. Dr. Christine Färber</td>
<td>2</td>
<td>Mo/Tu 12/13 Nov. 2007</td>
<td>10:00-18.00, 9:00-17:00</td>
<td>ETHZ, CLA J1</td>
<td>Fr. 650.-</td>
<td>8-12</td>
<td>10 Oct. 2007</td>
</tr>
<tr>
<td>2</td>
<td>The Personal Portfolio: making personal skills visible</td>
<td>Increase awareness of skills developed during academic life as postdoctoral researcher – Skills-portfolio: communication and documentation of skills for job applications (academic/non-academic) – Development of a personal skills profile – Detect gaps and draw up a personal development plan</td>
<td>Dr. Pamela Alean-Kirkpatrick</td>
<td>7h</td>
<td>Fr 11 Jan. 2008</td>
<td>9:00-16:00</td>
<td>ETHZ, CLA J1</td>
<td>Fr. 120.-</td>
<td>20-25</td>
<td>7 Dec. 2007</td>
</tr>
<tr>
<td>3</td>
<td>SELF-marketing skills – indispensable to boost your career</td>
<td>From self-esteem to self-marketing. Using success-stories to achieve a professional self-presentation – How to use simple means to improve the visibility – Selecting efficient communication tools – Learning from observing others and from feedbacks – One month later: Reflection on acquired and applied self selling competences</td>
<td>Dr. Monika Clausen</td>
<td>1 + 0.5</td>
<td>Th 24 Jan. + Mo 25 Feb. 2008</td>
<td>9:00-17.00 + 8:30-12:00</td>
<td>Eawag FC C24</td>
<td>Fr. 490.-</td>
<td>8-12</td>
<td>19 Dec. 2007</td>
</tr>
<tr>
<td>4</td>
<td>Career planning for scientists</td>
<td>Creating your profile of skills, qualifications, strengthen, display your skills – My important values, career choices and directions - Career strategies at Universities. Insights from recent studies (pres. &amp; disc.) – My career choices – Visualize your future – Networking a major in strategic career develop. – My timeframe and next steps</td>
<td>Dr. Sarah Shephard</td>
<td>2</td>
<td>Th/Fr 31 Jan. / 1 Feb. 2008</td>
<td>9:00-17:00</td>
<td>EPFL, CO 11</td>
<td>Fr. 650.-</td>
<td>8-12</td>
<td>19 Dec. 2007</td>
</tr>
<tr>
<td>5</td>
<td>Leadership skills and people management in the academic world</td>
<td>Reflection of the terms leadership and people mgt. and discussion of the academic self-concept – People management in the context of teams (efficient meetings; group dynamics), individuals (performance; difficult topics) and self-management (role perception; resources). From easy to learn managerial skills to self-reflection. What if anything is particular about women in management?</td>
<td>Dr. Monika Clausen</td>
<td>2</td>
<td>Th/Fr 6/7 Mar. 2008</td>
<td>9:00-17:00</td>
<td>Empa NO 209</td>
<td>Fr. 650.-</td>
<td>8-12</td>
<td>4 Feb. 2008</td>
</tr>
<tr>
<td>6</td>
<td>How to succeed in the scientific community?</td>
<td>Awareness of factors that &quot;open doors&quot; in developing an academic, industry or consulting career. Creating and using such factors – finding the &quot;perfect&quot; position – finding support and mentors – preparing now to relieve brutal workload of a tenure-track position – what additional qualifications / skills do I need for success? – Developing your concrete personal strategy</td>
<td>Dr. Sarah Shephard</td>
<td>2</td>
<td>Tu/We 8/9 Apr. 2008</td>
<td>9:00-17:00</td>
<td>ETHZ, HG F 33.5</td>
<td>Fr. 650.-</td>
<td>8-12</td>
<td>7 Mar. 2008</td>
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<tr>
<td>7</td>
<td>Negotiation and conflict management skills</td>
<td>Increase awareness of one’s own needs and interests for preparing a career-relevant negotiation – Communicative skills for conducting negotiations effectively – Achieving win-win-solutions through dialogue-oriented communication – Dynamics of interpersonal conflicts – Selecting appropriate interventions for conflict resolution in the academic context – Preparing and conducting a dialogue-oriented conflict resolution</td>
<td>Dr. Olga Pardo</td>
<td>1</td>
<td>Th 17 Apr. 2008</td>
<td>9:00-17:00</td>
<td>Eawag FC C24</td>
<td>Fr. 330.-</td>
<td>8-12</td>
<td>14 Mar. 2008</td>
</tr>
</tbody>
</table>

**Contacts and help desks**

http://www.fix-the-leaky-pipeline.ch/
info@fix-the-leaky-pipeline.ch

Gabriella Meier Bürgisser
Eawag, 044 823 51 77
gmeier@eawag.ch

Dr. Ágnes Dienes-Nagy
EPFL, 021 693 00 75 / 00 71
agnes.dienes@epfl.ch