

## **Career Planning Curriculum - 4 year overview**

Understand the importance of inherent individual characteristics that should guide the selection of a medical specialty

Effectively narrow down specialty choices

Be exposed to a variety of medical practice environments

Be familiar with resources available for reviewing and comparing residency programs

Be aware of additional support provided by faculty career advisors

Know how to write a curriculum vitae

Know how to develop a personal statement

Know how to successfully interview for a residency position

Understand the CaRMS match process and associated costs

Identify the primary career path and a parallel career path

List the factors associated with a student not matching

### Year 1 Curriculum

#### **Career Planning: Introduction to Careers**

This is a whole class session presented by one of the Career Planning advisors early in Year 1.

Objectives:

The student will be introduced to the Career Planning staff, Career Planning curriculum and resources available to them for career options/selection during medical school training.

#### **Career Planning: What We Are Looking For In A Surgical Resident**

This is an optional large group session presented after class hours oriented towards students who are considering a career in a surgical discipline. Program directors from several surgical residency programs at U of A are invited to each give a brief description of their discipline and what they are looking for in a candidate for their program.

Objectives:

The student will have an understanding of what to expect if they choose to undertake a surgical residency recognizing the competitive nature of the match for these positions. The student will have an understanding of what is required to put together a competitive application for a surgical residency position.

#### **Career Planning: Residency Fair**

This event takes place yearly in the Katz atrium and is open to Year 1 and 2 students. Booths are staffed by residency program directors and residents from each of the entry level residency programs at the U of A. Students are invited to circulate and explore on their own over the two hour session.

Objectives:

The student will visit with residency program directors and residents and ask questions regarding these specialties and their residency training programs.

#### **Career Planning: CaRMS 101**

This is a large group session presented to Year 1 and 2 students which introduces CaRMS and addresses common myths surrounding the match process.

Objectives: The student will have a basic understanding of how the residency matching process occurs, and be introduced to some statistics with regards to match results.

### **Career Planning: Careers in Medicine**

This is a 2 hour medium-sized group session held in the computer lab and facilitated by one of the Career Planning advisors. It consists of lecture presentation, small group discussion and hands-on training on the Careers in Medicine website.

Objectives:

The student will recognize the 4 phases of the career planning process. The student will be able to log onto and navigate the CiM website and list the resources which are contained in it. The student will begin step one of the career planning process through self-reflection of their values, preferences and interests as well as other individual considerations.

## Year 2 curriculum

### **Career Planning: What We Are Looking For In A Surgical Resident**

This is an optional large group session presented after class hours oriented towards students who are considering a career in a surgical discipline. Program directors from several surgical residency programs at U of A are invited to each give a brief description of their discipline and what they are looking for in a candidate for their program.

Objectives:

The student will have an understanding of what to expect if they choose to undertake a surgical residency recognizing the competitive nature of the match for these positions. The student will have an understanding of what is required to put together a competitive application for a surgical residency position.

### **Career Planning: Residency Fair**

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Objectives:

The student will visit with residency program directors and residents and ask questions regarding these specialties and their residency training programs.

### **Career Planning: Tracks and Electives Part 1**

This is a whole class presentation given to second year students prior to receiving their clinical track schedule.

Objectives:

The student will understand what purpose electives may serve. The student will have an understanding of how to choose electives in terms of discipline, location and timing, especially in terms of how this may affect career planning.

### **Career Planning: Tracks and Electives Part 2**

After having received their 3rd year schedule, the student will have an opportunity to ask questions as well as hear questions asked by other students with regards to the impact of the tracks and elective choices on their career path.

### **Career Planning: Pre-clinical individual appointments**

Once tracks are available, each student will meet with a faculty career advisor to further reflect on their career planning progress and their plan of action.

### Year 3 curriculum

#### **Career Planning: Preliminary preparation for CaRMS application**

This is a whole class session presented to Year 3 students during the intersession.

Objectives:

The student will be aware of the upcoming timeline and costs with regards to the CaRMS match process. The student will learn ways to maximize their success through wise reference choices, elective choices and the development of a parallel plan. The student will be able to list the factors associated with not matching and reflect on their own personal risk.

#### **Career Planning: Lessons learned from the CaRMS match**

This is a whole class session presented by a variety of student volunteers from the graduating class.

Objectives: The student will hear brief presentations from students from the graduating class who matched to a variety of residency programs. The graduating students will relate their match experiences including the costs incurred.

#### **Career Planning: CaRMS representative presentation**

This is a whole class session presented in June of Year 3 by a representative from the Canadian Resident Matching Service (CaRMS).

Objectives:

The student will hear results of the most recent match and have an understanding of how to navigate the CaRMS website and proceed through the matching process including the costs involved.

#### **Career Planning: CaRMS tips**

This is a whole class presentation given by one of the Career Planning advisors which immediately follows the CaRMS representative presentation.

Objectives: The student will identify successful match strategies as well as be aware of potential pitfalls.

### Year 4 curriculum

#### **Career Planning: Residency Transfer Talk**

This is a whole class session presented by the Residency Transfer coordinator.

Objectives: The student will be aware of the typical scenarios leading to residents requests for transferring out of their specialty program, in order to consolidate their own match strategy. The student will be aware of the University of Alberta's residency transfer policy.

### **Career Planning: Personal Letter and CV preparation**

This is a whole class session presented by one of the Career Planning advisors.

Objectives: The student will learn the basics of writing a curriculum vitae and personal letters as applicable to CaRMS residency applications. Individual review of CVs and personal letters by faculty career advisors is available.

### **Career Planning: Fourth year individual appointments with faculty advisors**

The student will review their academic file and their career strategy with a faculty advisor. Students at higher risk of being unmatched are given an additional interview with a career advisor.

### **Career Planning: How to Interview**

This is a whole class session consisting of two parts. In the first part, residents matched to U of A residency programs will share their experiences and tips with regards to CaRMS interviews. In the second part, one of the Career Planning advisors will give a presentation giving further interview advice.

Objectives: The student will understand how to prepare for residency interviews. The student will have an understanding of what types of interviews they may face, what sorts of questions they may be asked, and how they might handle difficult or inappropriate questions. The student will recognize that time spent at the program outside the official interview often is considered to be a 'hidden interview' and may have an effect on their ranking by the program.

### **Career Planning: Match day**

All unmatched students meet with the Career Planning team. Career guidance for a new plan of action is reviewed individually. Support is provided for program choices, reference selection, personal letters, interviewing assistance, and rank order list creation.