



**IMPRS on Cognitive NeuroImaging
Module 5: Softskills Courses**

Workshop

**“Career Planning –
How to Find Your Job on the Non-Academic Labour Market”**

4–5 February 2026, each 09:30 – 16:30

Trainer: Dr Matthias Schwarzkopf
<https://coaching-schwarzkopf.de>

Workshop Description:

Day 1: Competencies, labour markets, job search strategies

- Introduction to the concept of competencies: How do your competences effect your job search and how to translate them to the non-academic market.
- Different approaches to see and to write down your competencies.
- How does the labour market work and what significance does this have for job search and application?
- What special challenges are there for international participants?
- Job search: What opportunities are there to find advertised jobs in the private sector. How should job ads be read? When can you apply for an advertised position?
- Job search for unadvertised positions: as probably more than 40% of jobs in the private sector are not advertised, unsolicited applications are useful in many cases. How can the relevant companies and positions be identified?

Day 2: Job search strategies –Career and life goals, application

- What options are there in the public sector and NGOs and how do I find them?
- Job search via networks
- Timing: When should I start applying?
- How do I want to work and live? In addition to competencies, it also makes sense to consider how your work life should look like when developing a professional profile, because not all jobs and all industries are suitable for values and interests of all participants.
- Application: Basic rules for written applications and job interviews

Venue: Seminar Room C004/Library – Dorothea Erxleben Room
Max Planck Institute for Human Cognitive and Brain Sciences, Leipzig

Registration: Through OpenCampus

Credit Points: Participants have the possibility to receive 0.5 ECTS CPs
Conditions: At least 80% attendance

