AFFILIATED OFFICES

OFFICE OF CAREER STRATEGY
Hyun Ja Shin, Director, Graduate and Postdoctoral Career Services; hyunja.shin@yale.edu
Brian Frenette, Senior Associate Director, Graduate and Postdoctoral Career Services; brian.frenette@yale.edu
55 Whitney Ave., 3rd floor; and McDougal Center, Founders Hall, 135 Prospect St., Rm. 187B
https://ocs.yale.edu

The Office of Career Strategy (OCS) supports currently enrolled degree students in the Graduate School of Arts and Sciences, postdocs, and alumni interested in non-academic careers. Offerings are designed to assist with every stage of career development and include one-on-one advising appointments and daily drop-in hours; résumé and cover letter review via e-mail; career education and job search workshops, programs, and webinars; employer recruiting events and information sessions; alumni networking tools and opportunities; an employer database with 10,000+ registered employers; an online jobs board with postings by employers seeking Yale talent; an interactive mock interview system; and extensive web-based resources. OCS, together with a team of McDougal Career Fellows, collaborates with faculty, campus partners, student organizations, alumni associations, and employers to expand and enrich its programming. All degree students in the Graduate School of Arts and Sciences receive regular communication and program updates from OCS via its weekly e-newsletter. In addition, degree students can view its calendar of events and make appointments with a career adviser via the Yale Career Link, the office’s career services management system.

POORVU CENTER FOR TEACHING AND LEARNING
Jennifer Frederick, Executive Director; jennifer.frederick@yale.edu
Sterling Memorial Library, 301 York St. entrance
https://poorvucenter.yale.edu

The Poorvu Center supports teaching and learning excellence across the campus integrating support for faculty, graduate students and postdocs, and undergraduates. Several Poorvu Center units are focused exclusively on professional development and skill-based training for graduate and professional school students.

Graduate and Postdoctoral Teaching Development
Suzanne Young, Director
301 York St.
https://poorvucenter.yale.edu/teaching/graduate-student-professional-student-and-postdoctoral-teaching-development

This Poorvu Center unit offers a full range of training, consultation, and teacher development services to teaching fellows and postdoctoral fellows at Yale. The professional staff and McDougal Graduate Teaching Fellows are available throughout the year to provide training in effective teaching methods and support for teaching challenges. For first-time teaching fellows in the GSAS, the Poorvu Center provides a required training, Teaching at Yale Day, that equips graduate teaching fellows with knowledge of University policies and effective teaching practices. The center also offers Fundamentals of Teaching courses for specific departments, such as Chemistry, Physics, and Music. (Departments and programs seeking their own discipline-centered program should contact the Poorvu Center.) In addition, the center offers Fundamentals of Teaching courses in the humanities, social sciences, and sciences. For more advanced graduate teachers, the center offers workshops on topics such as inclusive teaching, course design, assessment, teaching with technology, and active learning. It also offers upper-level programs to help graduate students prepare for the academic job market, including workshops on writing the teaching statement, preparing the teaching portfolio, and designing a syllabus. The center offers classroom teaching observations, as well as one-on-one consultations on any teaching topic, including reviewing job market materials or designing a new course. All Poorvu Center programs and consultations are strictly confidential.

The Poorvu Center offers several programs for graduate students who wish to deepen their teaching skills. Graduate students may earn the Certificate of College Teaching Preparation (CCTP), a certificate that signals commitment to teaching. Graduate students and postdocs may participate in the Spring Teaching Forum, a venue for members of the Yale community to discuss contemporary issues in pedagogy and higher education. Graduate students may apply to the Associates in Teaching program, which allows graduate students to co-teach a course with a faculty mentor, or to the Digital Education Innovation Grant program, which supports the creation of digital teaching tools. Finally, graduate students may wish to participate in online teaching courses and workshops available through the Center for the Integration of Research, Teaching and Learning (CIRTL). This consortium leverages the expertise of multiple research institutions to offer a diverse array of teacher training opportunities.

On the Poorvu Center website, graduate students will find a variety of teaching resources, including descriptions of the center’s programs, a teaching guide for new and returning teachers, and modules on important teaching topics. All graduate students receive a weekly newsletter about upcoming programs and events.

Graduate Writing Laboratory
Elena D. Kallestinova, Assistant Dean and Director; elena.kallestinova@yale.edu
The Graduate Writing Laboratory (GWL), a unit of the Poorvu Center, offers resources to all currently enrolled GSAS and professional school students who want to grow as successful academic writers. The GWL provides support through individual consultations, workshops on written and oral communication, a public speaking studio, writing groups, and online resources. Graduate students are encouraged to schedule individual writing consultations with Graduate Writing Consultants, available throughout the academic year to meet in the Poorvu Center, the Center for Science and Social Science Information (CSSSI), and the Cushing/Whitney Medical Library. During these consultations, students can discuss their written and oral academic work, grant proposals, fellowship applications, conference presentations, research papers, prospectuses, and dissertation chapters. In addition, the GWL offers workshops, information sessions, and discussion panels led by the professional staff, McDougal Graduate Writing Fellows, and invited speakers. These programs relate to topics of academic research, writing, communication, and publishing and take place at campus locations convenient for graduate students. The GWL has recently opened a Public Speaking Studio where graduate students can schedule a session with PitchVantage innovative software to improve their public speaking skills, master different aspects of presentation delivery techniques, and evaluate their performance in real time. Finally, the GWL organizes regular writing groups including working groups and full-day and half-day retreats, which help students with the process of writing and provide accountability and peer support. A complete list of programs is available through the GWL website and a weekly e-newsletter circulated among graduate students.

CENTER FOR LANGUAGE STUDY

Nelleke Van Deusen-Scholl, Director; Associate Dean, Yale College; 203.432.6456, nelleke.vandeusen-scholl@yale.edu
James Tierney, Director, English Language Program; james.tierney@yale.edu
Dow Hall, 370 Temple St.
https://cls.yale.edu

The Center for Language Study (CLS) supports language teaching and learning across the University, including support for nonnative speakers of English through its English Language Program (see below). For graduate students in language and literature programs, it offers a Certificate in Second Language Acquisition (SLA) that includes pedagogy workshops, a capstone course in language teaching methodology, and a series of professional development workshops that, taken together, give graduate students grounding in the theory and practice of language education. Graduate students have found the SLA Certificate helpful in preparing for the job market, in part because the teaching ePortfolio they prepare as they exit the program is attractive to hiring committees. Finally, the CLS offers two programs for independent language learning, Directed Independent Language Study (DILS) and Fields, both of which are available to graduate students. DILS matches students who want to study languages not taught at Yale with an educated native speaker of that language. Fields matches advanced students of any language (including those taught at Yale) with a language partner to study a language and a field together (e.g., Chinese and Economics). Although neither DILS nor Fields carries course credit, graduate students often use these programs to prepare for field study and research as well as for fellowship applications. For more information, contact Vee Cangiano (vee.cangiano@yale.edu).

English Language Program

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https://cls.yale.edu/programs/english-language-program

The English Language Program (ELP), a unit of the Center for Language Study, provides language and communication support for graduate and professional students and faculty. It serves multilingual students at all stages of their academic careers, from orientation through dissertation and job search. ELP faculty help students in all areas of academic communication, especially writing, vocabulary development, presentation skills, and pronunciation. The program offers a wide range of courses, workshops, and individual instruction, as well as an intensive Summer Program for those entering doctoral programs. The ELP is also responsible for conducting assessments certifying graduate students and others teaching at Yale. In addition, the program provides consultations across Yale departments and units on issues relating to language, culture, and communication. The overall aim is to advance the capacities of students for greater success at Yale and beyond. ELP programs are open to students of all levels and to all Yale constituents, including graduate and professional school students, postdocs, and visiting faculty. For more information, contact James Tierney at james.tierney@yale.edu.