Exploration Program for Industry Careers 2017

Application Instructions – Read BEFORE beginning web application
Thank you for your interest in the Exploration Program for Industry Careers (EPIC). All current FHCRC graduate students, postdoctoral fellows, and medical fellows are eligible to apply. The information provided in your application will be viewed by participating industry partners when you attend their site visits. Do not include confidential information in your application.


IMPORTANT: You will not be able to save your progress on the web application. Have your biosketch completed and ready to copy and paste into the application text box in Section 2 BEFORE beginning the application process.

Link to web application: https://www.surveymonkey.com/s/2017EPIC

Section 1: Demographic Information
This section is straightforward questions about your current position and background.
You will also be asked your anticipated start date range for an industry job. This is just your best guess, and you should answer regardless of whether you are committed to pursuing a job in industry or not.
Available answers: Jan-Jun 2017, Jul-Dec 2017, Jan-Jun 2018, Jul-Dec 2018, 2019 or later

Section 2: Interests and Expertise
This section corresponds to a bullet-point list of your relevant interests and skills, and will be presented as such to the companies whose site visits you attend (see sample at the end of these instructions). In the application form you will find 3 open slots for each of the categories described below. Have these answers prepared before starting the application, and check to make sure each answer fits within the limits described below.
All 4 categories below allow for three entry slots each. It is not required to use every entry slot, but you are encouraged to use them to highlight your interests, skills, and achievements.
1. Career Interests - Enter keywords about your industry career interests (job titles, industry sectors, etc). Each entry should be 1-3 words.
2. Areas of Expertise - Enter keywords about your current areas of expertise. Each entry should be 1-3 words.
3. Technical Skills - 95 character limit per skill.
4. Major Accomplishments - Grants, Papers, Patents, etc. 95 character limit each.

Section 2: Biosketch
~250 words
Your biosketch is one paragraph that emphasizes the most important things you wish to communicate to biotech companies. It is a hybrid between a resume and cover letter and should include your career interests and motivations as well as key points about your previous experience, education, accomplishments and honors.
When you attend a site visit, the host company will see this biosketch paragraph in combination with the “interests and expertise” that you listed in Section 2. You can see an example of what this will look
like at the end of these instructions. While you should emphasize anything very important, do not reiterate all of the same skills and expertise in paragraph form.

This biosketch should be your best professional representation of yourself in this format. We recommend writing several drafts and get feedback before you access the web application to copy and paste in your final biosketch.

**Side note:** You can ONLY change your biosketch in the future if there are significant changes in your accomplishments or interests between now and the site visits. The most common reason we foresee for changing a biosketch is due to new major accomplishments (a major paper, grant, patent, etc).

**Further Tips on Writing your Biosketch**

**Using the Example**

When filling out your EPIC application, start by looking at the example provided that illustrates what companies will see when you attend their site visit. This page is created directly from your responses to the application questions in the web form. We do not make any additional edits. Some key points to note when reviewing the example:

1. Most of the demographic information you supply in section 1 of the application will appear in the top portion of the biosketch page.
2. Section 2 of the application includes bullet points about your career interests, expertise, technical skills and major accomplishments. These will be presented under your main paragraph biosketch, as shown in the example at the end of this document.
3. Section 2 of the application is also where you enter the main paragraph, ~250 word limit. This MUST be in paragraph form, not bullet points, and should not include your name since that will appear at the top of the page as shown in the example. This main paragraph will also appear on the same page as the accomplishments, skills, etc that you enter in Section 2. It is okay to have a small amount of redundancy here for key points you want to emphasize. However, consider this final document as one whole piece, rather than treating the biosketch paragraph and Section 2 bullet points separately. The companies WILL see them together, as shown in the example.
4. **NOTE:** Your biosketch should be entirely your own work. Do not reproduce exact phrasing used in the example. Make your biosketch stand out by writing it in your own voice and emphasizing YOUR best accomplishments early in the paragraph.

**Your Biosketch**

You should emphasize the same things you would emphasize in a resume and cover letter if you were applying to a job in industry. What you emphasize will depend on what career path you are interested in (ie, scientist, project manager, business development, etc). The resources listed at the end of this document might give you some ideas on what to focus on.

**NOTE:** One goal of EPIC is to educate participants about careers in industry, including the best way to “sell yourself” to get them. Make sure your biosketch is well-written and an accurate reflection of you and your skills/accomplishments/future goals, but don’t worry if you don’t know how to stress specific things for industry careers. If, however, you are indicating that you are entering the job market during the time-frame of the site visits (Jan-Jun 2017) then you should spend more time researching what to
put in an industry cover letter/resume compared to academia, and use what you learn while writing your biosketch and filling out Section 2.

Other things to consider:
When writing your biosketch, think first about what you want the reader to learn about you. What are your main assets that a company might find attractive, or that make you stand out from other applicants? Highlight this early in your biosketch.
You do not need to include the name of PIs you worked with in the past, but if you have work experience under someone with “name power”, you should use it to your advantage.
If you published in a high-profile journal, highlight that accomplishment. Do not, however, give a laundry list of every publication you have been involved with. That belongs in a CV, not in this short biosketch.
Some Additional Resources:
 Book: Career Opportunities in Biotechnology and Drug Development, by Toby Freedman
 The website for this book has many links to other resources: http://www.careersbiotech.com
 Websites: These sites have useful information and sample coverletters and resumes:
 -The UCSF Office of Career and Professional Development:
   http://career.ucsf.edu/lifesci/samples.job.html
 -The Medical College of Wisconsin Career Center: http://www.mcw.edu/VirtualCareerCenter.htm
 There are many other resources out there. If you find one that you think is particularly helpful, please email them to me so that I can compile more of these resources in the future (email link below).

Final Submission, Confirmation, and Next Steps
 After the application deadline of January 20th, all applications will be processed and merged into the template of the sample below. A copy of your application will be emailed to you at this time for your records. If you do not receive it by February 16th, email Karen Peterson at kpeterso@fredhutch.org
 Site visits will be scheduled for late February-June 2017. Once companies and dates are finalized, all applicants will be invited to RVSP for those visits they wish to attend and are available for. Participants will be selected from the RVSPs based on the applications submitted in January. Furthermore, the application information of each site visit attendee will be made available to companies prior to the site visit. Numbers of applicants and space limitations for site visits will determine how many site visits each participant is allowed to attend.

If you have questions about any part of the application process or EPIC, please contact Karen Peterson at kpeterso@fredhutch.org.

Exploration Program for Industry Careers Sample Application

Name: Tina A
FHCRC Division: Human Biology
FHCRC Advisor/PI: Alanna Ruddell
Year PhD received: 2010
Graduate Institution: Dartmouth College Predicted Start Date: Jan-Jun 2013
Email Address: name@fhcrc.org
Position: Postdoctoral Fellow
US Citizen/Perm Resident?: Yes
Graduate Discipline: Pharmacology & Toxicology
Graduate PI: Alan Eastman
Biosketch:
Currently a postdoc with Chris Kemp and Alanna Ruddell at the Fred Hutchinson Cancer Research Center (FHCRC), I have an extensive background in cancer biology, immunology, and pharmacology. For my doctoral research in the laboratory of Alan Eastman (Dartmouth Medical School), I studied apoptosis using human primary leukemia cells and cancer cell lines to determine optimal combinations of small molecule inhibitors that selectively induce apoptosis in cancer cells but not normal cells. Some of the combinations from these studies have advanced to clinical trials. During this experience, I learned that one major hurdle in the field of translational research is the efficient delivery of pharmacologic agents into the target cells without initiating adverse host immune responses. To further understand the role of immune cells during cancer development, I thus chose to elucidate B cell-mediated tumor-induced lymph node lymphangiogenesis and metastasis using mouse models for my postdoctoral research. Outside the lab, I have held numerous leadership positions, including President of the Graduate Student Council at Dartmouth College and Co-Chair of the Student/Postdoc Advisory Committee.
at FHCRC. I have earned the 2006 Toastmaster of the Year Award (Toastmasters International) and the 2010 Dartmouth Community Award (Dartmouth College) for my leadership activities. I have also started up a company, Damarni Solutions, and with my partners, we aim to solve problems that have been overlooked in the healthcare system (provide website). I would like to participate in EPIC to learn how I can advance my career in developing novel therapeutics.

**Career Interests:**
Translational research, Product development, Marketing

**Areas of Expertise:**
Cancer Biology, Immunology, Pharmacology

**Technical Skills**
Mouse models of cancer, in vitro and ex vivo manipulation of human and mouse cells
Flow cytometry: multi-color surface and intracellular staining, FACS, FACSDiva and FlowJo
Immunofluorescent staining: ELISA, Western blotting, immunoprecipitation

**Major Accomplishments**
Received Ruth L Kirschstein training grant and published work in peer-reviewed journals
Started a growing biotech company
Recognized nationally for leadership and communication skills