

Top Ten Tips for Career Advancement - Empowering Women in Privacy

by Women Leading Privacy Advisory Board

- 1. **Use LinkedIn jobs** or other job platforms to find information about privacy positions. Check the IAPP Job Board <u>IAPP Job Board</u>. For government jobs, USAJobs.gov is a great resource for openings in the USA. For other countries, start with a Google search. Take advantage of job listings and other career resources at your alma mater.
- 2. **Use Broad Keywords**: Consider using broad keywords such as data, data protection, privacy, data governance, AI, digital, trust, safety, and roles like manager, specialist, associate, expert, consultant, contractor, analyst.
- 3. **Salary**: Look for companies that are transparent about salary ranges at the outset of the job search process. Review the 2023 IAPP Salary Survey. If offered a position, ask about benefits, teleworking, training, and career development opportunities. This is a great time to ask questions and negotiate a wide range of benefits.
- 4. **Network Actively**: Use networking opportunities like the IAPP and other professional organizations. Attend conferences and participate in your local KnowledgeNet Chapter.
- 5. **Resume & LinkedIn Profile**: Use AI tools to improve your resume and cover letters. Aim to keep your resume to one page. Target your resume and other application materials for the employer and position if possible. Enhance your LinkedIn profile to make it more attractive to recruiters.
- 6. **Recognize Other Women in Privacy**: Take every opportunity to recognize other women in privacy through company recognition programs, IAPP awards, and posts on LinkedIn. Recognizing colleagues doesn't take long and can be very beneficial.
- 7. **Seek Mentors**: Seek out mentors, whether informal or formal. Ask for quick video or phone calls to gain additional information. When reaching out to someone you do not know, let them know upfront what you are looking for, ask specific questions, or openly ask for a favor so they can assist you better.
- 8. **Continue Learning and Stay Updated**: Consider trainings and obtaining certifications. Stay current with the latest privacy regulations and technologies. Subscribe to newsletters and follow important news in the privacy and digital world.
- 9. **Invest in Yourself**: Invest in coaching, mentoring, or other ways to build your emotional intelligence and other important soft skills. These skills are critical in many situations.
- 10. **Know Yourself**: Understand what is most important to you, what makes you happy and fulfilled, and whether this path is leading you in a direction that satisfies you. For example, don't become a manager if you don't enjoy managing people.