

# Careers by Major - Historical Studies



This document serves as a starting point for your career research. Each Careers by Major page provides lots of ideas on various career areas, as well as how to gain related skills and experience. Useful resources and job samples are also provided. Visit us in the Career Centre to find out more about career areas that interest you.

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## Sample Occupations and Jobs

Below is a sample of the many types of occupations and jobs pursued by graduates of this program.

### Sample Occupations

Note: This is not an exhaustive list. Detailed career profiles are available in the Career Centre. Some occupations require further education and experience.

Antique Dealer*	Insurance Underwriter*
Archivist*	Lawyer*
Arts Administrator*	Librarian*
Biographer	Lobbyist*
Border Services Officer	Management Consultant*
Career Development Profess.	Manager of Customer Relations
Child and Youth Worker*	Manager of Volunteer Resources
Civil Litigator*	Market Research Analyst*
Community Outreach Worker	Museum Technician*
Communications Specialist*	Operations Manager
Conservator*	Paralegal*
Cultural Tour Guide	Political Aide*
Curator*	Post-Sec Education Admin.*
Customs Broker*	Project Manager*
Demographer	Promotions Manager
Diversity Officer	Public Policy Analyst*
Director of a Community Centre	Public Relations Specialist*
Documentarian	Publishing Sales Representative
Event Planner*	Real Estate Agent*
Exhibit Designer*	Records Management Technician
Financial Researcher*	Social Policy Researcher
Foreign Service Officer*	Teacher*
Fundraiser*	Technical Writer*
Heritage Interpreter	Title Searcher*
Historian*	Curriculum Specialist*
Historical Projects Coordinator	Interfaith Minister
Tourism Consultant	Media Analyst
Training Specialist	Mediator*
Immigration Officer*	Religious Worker*
Investment Advisor*	Settlement Worker
Aboriginal Liaison	Writer*
Conservation Officer	Proofreader*
Genealogical Services Spec.	Curriculum Specialist*
Speech Writer	Interfaith Minister
Sustainability Specialist	Religious Worker*
Publisher*	Settlement Worker

\* View these titles at Career Cruising, available on CLN ([cln.utoronto.ca](http://cln.utoronto.ca)) under the Resources tab.

### Sample Job Listings

Below is a sample of positions that have been promoted within the Career Centre. To access current postings, login to CLN at [www.cln.utoronto.ca](http://www.cln.utoronto.ca) and click on Jobs.

- Historical Interpreter, Parks, Forestry & Recreation, City of Toronto
- Coordinator, Public Affairs, Toronto International Film Festival
- Municipal Affairs Reporter, NRU Publishing
- Customer Care Represent., Ministry of Govt. & Consumer Services
- Student Exhibition Coordinator, Blackwood Gallery, UTM
- Coordinator - Volunteerism & Diversity, Toronto and Region Conserv.
- Museum Curator, Dartmouth Heritage Museum
- Researcher, The History Group
- Technician - Greek & Roman Collections, Royal Ontario Museum
- Editor, Popular Book Company
- Historical Researcher, Public History Inc.
- Gallery Attendant, Oakville Galleries
- Research Assistant (Archival), Deptm. of Historical Studies, UTM
- Toronto Public Library - Volunteer Tutor, Toronto Public Library
- Collection & Info Assistant, Multicultural History Society of Ontario

### Sample Areas of Employment

- Museums and art galleries, cultural organizations
- Universities and colleges, boards of education
- Casting agencies
- Public relation firms
- Shelters, drop-in centres, and community centres
- Exhibit design companies
- Science centres
- Parks, nature centres and world heritage sites
- Preservation boards and historical societies
- Financial institutions
- Publishing houses and production companies
- Newspapers and magazines
- Advertising companies
- Government and legal agencies
- Government, private and religious archives
- Non-profit agencies
- Inter-religious dialogue organizations
- Self-employed/freelance
- Mediation firms

## Program-Related Skills

Academic courses in this program provide opportunities to develop the following types of skills. Make a career counselling or an employment strategy appointment to discuss how you can demonstrate these skills to employers.

- **Communication:** clear and persuasive speaking and writing; the formulation and defence of an informed opinion; and adaptation to new cultural settings.
- **Research:** finding and selecting good sources of information; attention to detail; evaluation of ideas and opinions; analysis of complex systems; understanding how history has shaped people and their environments.
- **Problem-solving:** critical thinking; evidence-based decision-making; logical reasoning; and a flexibility to take multiple perspectives.
- **Organizational:** the ability to complete complex tasks; independent learning; team work; and leadership.

## Explore Careers & Build Networks

### Career Exploration 101

Take our 15 minute online module available at [utm.utoronto.ca/careers/career-planning/career-exploration](http://utm.utoronto.ca/careers/career-planning/career-exploration) and attend the Career Exploration Part 2 in-person workshop read about how you can gain access to UTM's career exploration programs:

- Extern Job Shadowing
- In The Field

### Informational Interviews

Informational interviews are a great way to connect with professionals in a career area of interest and gain valuable insights about a career, company, or industry that would otherwise be difficult to find in books or online. Check out our tip sheet to learn more.

### Alumni Profiles

Check out our Alumni Profiles page with submissions from UTM grads to find out how their experiences have affected their career direction.

### Events

Attending career panels, networking events, employer info sessions, and career fairs is a great way to meet professionals and learn more about careers, companies, and industries. Login to CLN and click on Events & Workshops to see what's coming up.

### Talk to Professors

Connecting with your professors can be a great way to explore the different paths a major can lead you to, as well as learn about possible opportunities for research, volunteering, or becoming a TA. Drop by during their office hours or request an appointment.

### Student Organizations

Join a student club or an academic society at UTM to meet like-minded people, explore your interests, and gain valuable skills. To view a list of current clubs and societies, visit the Centre for Student Engagement online. Some organizations you may consider are:

- Historical Studies Society at UTM
- UTM Women's Centre
- Debating Club at UTM
- Political Science & Pre-Law Association
- UTM Global Brigades

### LinkedIn

Create a LinkedIn profile to connect with professionals in various fields, explore the career paths of UTM alumni, research employers, apply for specific positions, and more. Need help? Come to the Career Centre to book a LinkedIn profile critique.

### Professional Associations

There are many benefits of becoming a member of association(s), such as developing a network of contacts, learning about industry trends, accessing industry-related job postings, and stating your affiliation on your resume. Some associations related to this major are:

- Canadian Historical Association (CHA)
- Ontario Historical Society (OHS)
- Canadian Museums Association (CMA)

## Get Experience

Get some experience and exposure to the industry while being a student. This will increase your chances of finding a job after graduation, while helping you decide what area might be most suitable for you.

## Crack the Hidden Job Market

Networking is an essential element of job search today, as most jobs are not advertised. While you should still apply for positions you find online, building relationships with professionals is a proven way to access the "hidden job market" with some of the most desirable opportunities.

Attend the "Learn to Network" workshop to discover proven techniques to effectively introduce yourself and make contacts.

## On-Campus

### On-Campus Opportunities Booklet

Check out the On-Campus Opportunities booklet on [www.utm.utoronto.ca/careers/on-campus-opportunities](http://www.utm.utoronto.ca/careers/on-campus-opportunities) to view a list of some of the ways you can get valuable experience on campus.

### Work Study Positions

The work study program provides eligible students with an opportunity to work on campus during the academic year and gain experience. Many departments use this program to hire UTM students during the Fall/Winter and Summer terms.

### Part Time and Volunteer Positions

- Attend the annual Get Experience Fair
- Check out our binder with detailed information on volunteer opportunities; available in the Career Centre
- Learn about the Co-Curricular Record (CCR), which can help you find opportunities beyond the classroom and have your skills and experiences captured on an official document; go to [www.ccr.utoronto.ca](http://www.ccr.utoronto.ca) to find out how you can get involved

### Student Organizations

Join a student club or an academic society at UTM to meet like-minded people, explore your interests, and gain valuable skills. To view a list of current clubs and societies, visit the Centre for Student Engagement at [www.utm.utoronto.ca/student-life/student-organizations](http://www.utm.utoronto.ca/student-life/student-organizations).

## Off-Campus

### Internships, Summer, Part Time and Volunteer Positions

- Check out our binders with detailed information on internships and volunteer opportunities; available in the Career Centre
- Login to Career Learning Network (CLN) and click on Jobs to access current postings advertised to UofT students
- Attend the annual Get Hired: Summer and Full-Time Jobs Fair
- Consider taking an academic internship course through your department
- Check out Government of Ontario - Job Programs for Youth Summer Employment Programs' web page
- Review our Internships, Summer Employment Programs, and Summer Job Search tip sheets at [utm.utoronto.ca/careers/tip-sheets](http://utm.utoronto.ca/careers/tip-sheets)

### Full Time Positions

- Login to CLN and click on Jobs to access current postings advertised to graduating students and recent UofT grads. Note: You must attend the "Now That I'm Graduating, What's Next?" workshop to gain access to these postings.
- Attend the annual Get Hired: Summer and Full-Time Jobs Fair
- Check out our list of industry-specific job boards on [www.utm.utoronto.ca/careers/jobs/jobs-resources-links](http://www.utm.utoronto.ca/careers/jobs/jobs-resources-links)

## Useful Resources & Next Steps

### Appointments

- Attend a one-on-one appointment with a career counsellor or an employment strategist to discuss what career options might work for you and determine a job search plan. Contact the Career Centre for more information.
- Meet with an academic or departmental advisor, who can guide you in achieving academic success. Contact the Office of the Registrar or your department for more information.

### Additional Web Resources

- TalentEgg - What Can I Do With My History Degree
- American Historical Association - Careers for History Majors
- The Graduate Students' Committee - Careers for Graduate Students in History
- Canada's History
- Canada's Top 100 Employers for Young People

### Career Resource Library

The Career Resource Library contains information about a wide range of occupations in all industries, resume and cover letter resources, effective work search methods, graduate/professional school preparation guides, and more. Located in DV 3094.

### Career Planning by Year

Look for our Career Planning by Year web page on [www.utoronto.ca/careers/career-planning](http://www.utoronto.ca/careers/career-planning) for ideas of important career related activities for each year.

### Questions?

Visit the UTM Career Centre located in DV 3094, call 905-828-5451, or visit [www.utm.utoronto.ca/careers](http://www.utm.utoronto.ca/careers).

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