

# MA in Technical Communication

What Can I Do With This Major?



## RELATED CAREER TITLES

Search for potential positions titles within multiple career industries.

<u>POSSIBLE POSITION TITLES</u>
Technical Writer
Grant Writer
Medical Writer
Editor
Web Writer
Web Designer
Social Media Manager
PR Director
Content Editor
Communications Director
Trainer
Science Writer
Journalist

<u>INDUSTRIES</u>
Oil and Gas
Energy
IT companies
Engineering & Science
Healthcare
Government
Nonprofit Organizations
Medical Research
Publishing
Law firms
PR and Marketing
Social Media
Education

## PROFESSIONAL ORGANIZATIONS

Affiliate yourself with groups to network and learn about the field:

- ✓ Society for Technical Communication (STC)
- ✓ American Medical Writers Association (AMWA)
- ✓ Plain Language Association International (PLAIN)
- ✓ Public Relations Society of America (PRSA)
- ✓ American Society for Training & Development (ASTD)
- ✓ American Marketing Association (AMA)
- ✓ International Association of Business Communicators (IABC)

## EXPLORE CAREER SPECIFIC WEBSITES

[www.stc-houston.org/](http://www.stc-houston.org/) | <https://www.amwa.org/> | <http://plainlanguagenetwork.org/>  
<http://www.prsa.org/> | <https://www.td.org/> | <http://amahouston.org/> | <https://www.iabc.com/>  
<https://careers.councilofnonprofits.org/> | <https://missioncapital.org/careers/>

## COMMUNITY PARTNERSHIPS

Research local organizations offering internships to students pursuing M.S. in Technical Communication.

- For students currently employed, consider opportunities within your organization or business by approaching your employer directly.
- For students entering a new industry, schedule an appointment with the Career Development Center for assistance.

Interested in discussing your career path possibilities? Visit UHD Main Career Development Center, S-402 or call 713.221.8980

**M.S. in Technical Communication**  
The Master of Science in Technical Communication equips students to produce user-friendly technical documents, manage projects, understand communication ethics, analyze audiences, and conduct usability tests. Curriculum can be individualized with a selection of electives, making it valuable for a range of candidates, including

- Professional writers seeking managerial positions
- Medical professionals seeking skills to producing publishable research, educational materials, and manuals
- Engineering, science, and technology project management, writing proposals, training materials, business-to-business communications
- Public relations and corporate training professionals

# Your Name (16-18 point)

City, State • Telephone number • Professional e-mail address \_\_\_\_\_

## SUMMARY (Optional)

(strong trait) college junior pursuing a \_\_\_ degree with (a passion for/interest in (or) seeking a \_\_\_\_\_ position). Excellent \_\_\_ and \_\_\_ skills. Highly \_\_\_ with the ability to \_\_\_ and \_\_\_\_\_. (Describe hard and soft skills relevant to career goal)

## EDUCATION

### **University of Houston-Downtown – Houston, TX**

Master of Arts in Rhetoric and Composition

Month Grad YR

(\*\*\*\*\*THIS SUB-SECTION IS OPTIONAL \*\*\*\*\*)

**Honors or Awards:** List name of each award/scholarship and date awarded

**Thesis or Special Project:** List title here

### **List Undergraduate College Or University, City And State**

Bachelor of Arts (or Science) in \_\_\_\_, **cum laude** (if applicable)

Month Grad YR

(\*\*\*\*\*THESE SUB-SECTIONS ARE ALL OPTIONAL \*\*\*\*\*)

**Minor:** List the subject in which you minored

**Honors:** Scholarships (list full name of each scholarship and year awarded)

**Awards:** List name of each award and date awarded

## RELEVANT PROJECTS/RESEARCH (Optional)

### **University of Houston-Downtown – COURSE TITLE**

Position Title (Such as Project Member, Project Leader, Student Researcher) Month YR – Month YR

- BULLET POINT FORMAT: Action verb + What you did/How you did it + Measurable outcomes
- Begin every bullet point with a strong action verb
- Focus on accomplishments and results, what you learned and skills you gained
- Use strong action verbs to explain what you did and quantify, if possible

## PROFESSIONAL EXPERIENCE (List in reverse chronological order)

### **Name of Business or Organization - City, State**

Position Title

Month YR – Month YR

- Begin each bullet point with a strong action verb
- Use industry specific key words
- If it happened in the past, make sure you use the past tense
- Avoid repetition: try not to use the same words and / or phrases over and over again

### **Name of Business or Organization - City, State**

Position Title

Month YR – Month YR

- Do not repeat a skill unless you are demonstrating it in a different context
- Use industry keywords / buzzwords

## SKILLS

List industry specific software or computer skills, language skills (with descriptions such as “written and spoken” “proficient in,” “native speaker in,” “fluent in,” “conversational”)

## COMMUNITY ENGAGEMENT (Optional)

Name of Professional Association, Position Held, Year(s) you held that position

Name of Volunteer Organization, Position Held, Year(s) you held that position