Pathways to SUCCESS

Gemma Garrett
Careers Consultant
Objectives

By the end of this session you will be able to:

✓ Explain the different ways you can use the summer to **build your CV**
✓ List **where to look** for summer vacancies
✓ Identify different ways of finding **professional work experience**
✓ List the **support** available through Careers & Enterprise
Gaining experiences & building your CV

Why is it important?

• Develop your skills
• Experience the work environment & expectations
• Insights – inform decisions
• Can be rewarding/interesting
• Make contacts/expand your network
• Stand out from the crowd
• Employers value it!
Employers’ perspective

“...No **real world experience**, slight arrogance about what they think they can earn. Seem to think that having a degree entitles them to employment. Most don’t bother to get work experience...”

“66% of employers say work experience is a **critical or significant factor** in their recruitment.”
How can you use your summer to future proof your employment prospects?

How will it develop you?

What will it give you that you didn’t have before?
Volunteering

Internship (3-6 weeks)

Contributing to a local festival

Summer School

Travelling

Stretching work here/abroad

Work experience (3 wks/100 hrs)

Work shadowing

http://www.theguardian.com/education/mortarboard/2012/jun/08/students-summer-vacation
Careers in...
• NGOs
• Charities
• Environment

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• Charities
• Environment
• Any global firm

Careers using the same:
• transferable skills
• client group
• sector

Professional work experience/internship

Always valued by employers
Overseas volunteering

“I went on a volunteer programme to Brazil with this organisation and I have learnt so many soft-skills from this experience. It has also broadened my view of the world and what it means to become a global and responsible youth leader. I would like other students in QM to know about this amazing opportunity.”

School of English & Drama Student, AIESEC volunteer

www.careerstagged.co.uk – search ‘volunteering’
http://europa.eu/youth/EU_en: opportunities in Europe
http://www.aiesec.co.uk/students/
http://www.bunac.org/uk: sell volunteering, work, internship opportunities
www.campamerica.co.uk: pocket money only
UK Volunteering

Environmental
http://www.tcv.org.uk/
http://www.environmentjob.co.uk/volunteering
http://www.iema.net/work-experience
http://www.woodlandtrust.org.uk/volunteer

General
www.do-it.org.uk
http://timebank.org.uk
www.careers.qmul.ac.uk/jobs
https://jobonline.thecareersgroup.co.uk
https://www.ncvo.org.uk/ncvo-volunteering
https://vinspired.com/volunteer
Skills building summer jobs

www.careers.qmul.ac.uk/jobs
Keyword search ‘summer job’
or
Check boxes for ‘natural resources’ sector and ‘temporary’

http://www.e4s.co.uk/jobs/1-student-summer-jobs-in-london.htm
Other places to look...

- JobOnline
- Prospects
- Inspiring Interns
- Target Jobs
- Rate my placement
- Step.org.uk
- Indeed
- Go think big
- LinkedIn
Finding internships/work experience

• Read the case studies...

• In pairs: what strategies did these people use to get their internship?
Information interviews

Speculative applications

Targeted apps to job adverts

Social media: LinkedIn
Speculative applications

Identify area of interest for work experience

Identify companies in the area
Prep CV – get it checked in Careers

Identify who (named contact) to send to in company

Send an email (what you want, why, 1-2 skills, why them) with CV attached

Follow up with a phone call

http://www.careerstagged.co.uk – search: ‘Unadvertised jobs and internships’
Apply for advertised internships

QM Jobonline - this lists over 2200 graduate job, volunteering and internship vacancies

QRecruit - find Qinternships for students and graduates, temporary work and QProjects opportunities.
Download handouts on job seeking in different sectors, from the environmental sector to marketing to charities and development.
Download the resources below for a list of websites where you can find volunteering opportunities, internships and directories of member companies who you can write to and set up your own work experience.

Work experience and Internships for Geographers 19.7KB

See downloads on QMPlus careers page (my dashboard)
http://qmplus.qmul.ac.uk/course/view.php?id=4768

We provide a range of services to help you secure work and professional experience whilst you study and a job after you graduate, as well as advice and funding to start or grow a business. We can support you in a variety of ways.
www.careers.qmul.ac.uk/qrecruit

QProjects    QInterns    QTemps

Sign up for project alerts: qprojects@qmul.ac.uk

Other ideas at QM: https://www.youtube.com/watch?v=aDBpAsmAXD8

www.careers.qmul.ac.uk/students/workexperience
QProject examples...

- Love London Canals Event Programmer, *Canal and River Trust*
- Environmental Learning Leader, *Phoenix Education Trust*
- Data & Administration Project leader, *Setpoint London East*
- Research Evaluation Project Leader, *Mission Practice*
- Tutoring Project Leader, *Marner Primary School/Poplar HARCA*

**Also... projects at:**

- School of Hard Knocks, QHackney, London Urban Arts Academy, Spotlight
A QProjects alum!

Naomi Love
*Strategic Partnerships Project Leader*

Cystic Fibrosis Trust
QProjects vacancy

**Digital Communications Project Leader**

Gain practical experience in communicating with a client
Plus.. An insight into the day-to-day realities of a charity in the science, education and environmental sector

Setpoint London East, an educational charity based in Tower Hamlets Cemetery Park teaching local school children **hands-on environmental and science workshops**, are looking to recruit a creative and forward thinking QM student to update their website.

As **Digital Communications Project Leader**, you will be focusing on making the site user friendly for teachers, adding media, and writing instructions for a small non-tech team.

[https://drive.google.com/file/d/0B7PXT4eoOHlTQ2swM0w2TGhQclE/view?usp=sharing](https://drive.google.com/file/d/0B7PXT4eoOHlTQ2swM0w2TGhQclE/view?usp=sharing)

**Deadline: 5pm, Monday 11th April 2016**
QTemps vacancy

Level 1 Geography tutor (x4)

Four Geography Tutors needed at a local school in Shadwell. We are looking to recruit enthusiastic QM under- and postgraduates to work alongside teachers to ensure that potentially underachieving students make the necessary academic progress.

Duties will include:

- **One to one and group tutoring** of students (mainly boys aged 8-11) – the resources for these sessions will be provided by the school
- Reading over and offering feedback on homework tasks completed by tutees
- Providing assistance on exam technique and study skills
- Assisting with revision for end of year exams.

All tutors receive **full training**. Salary is **£14.00 per hour** (plus holiday pay) and you must commit to 3 hours/week.
QInterns vacancy

Marketing & Comm’s summer intern

Peregrine Communications, the award winning financial services marketing and communications agency, is looking for interns (<3 months) to join the team in summer 2016.

During the internship, you will rotate between different teams. Responsibilities will include:

- Clipping and summarising client press coverage
- Helping identify specific journalists and media opportunities to engage on behalf of our client base
- Contributing to or leading research projects
- Writing first draft press release and briefing notes
- Helping organize events
- Creating content for website/social media/email/blogs
- Video interviews

Deadline: Sunday 3rd April
LinkedIn: the basics

Welcome to LinkedIn 101
Hosted by Jena Kaska

https://www.youtube.com/watch?v=U9Q4Bp14Oac
How can we help you?

One-to-one appointments
CV/application feedback, finding opportunities, mock interviews
(Call: 0207 882 8533)

Opportunities
• JobOnline and QM JobOnline
• www.careers.qmul.ac.uk/qrecruit

Online resources
• www.careers.qmul.ac.uk/students
• www.careers.qmul.ac.uk/students/workexperience
• Careers Tagged: www.careerstagged.co.uk
• QMPlus (Geog careers and Careers & Enterprise)