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## WHAT WE OFFER...

A list of workshops that we currently deliver:

- A Career in subject area
- Academic Careers in subject area
- Ace Your Assessment Centre
- Ace Your Interview for subject area
- Alternative Careers for subject area
- Applications & Interviews for subject area
- Brookes Future Leaders Programme
- Career Adaptability
- Career Perspectives
- Career Planning & Development for subject area
- Career Tactics Approaching Your Final Year
- The 4 Most Frequent Questions for subject area
- Careers for Penultimate Years
- Careers Resources
- Coach Yourself - An Introduction to Coaching Techniques
- CV Masterclass for subject area
- CVs, Covering Letters & Application Forms
- CVs: Getting Started
- Effective Job Search for Researchers
- Employability & Immigration for subject area
- Enhancing Your Personal Effectiveness as a Researcher
- Finding a Job in subject area
- Finding Jobs in Europe, Networking, LinkedIn
- Finding Your Way Through the Multitude of Career Options
- Formative Personal Statement for subject area
- Get into Teaching
- Get the Job You Want
- Graduate Labour Market
- How to Find a Summer Job/Internship for subject area
- How to Impress at Interviews
- How to Write a Winning CV
- Immigration & Job Searching for International Students
- Interview Preparation
- Interview Skills
- Introduction to Careers
- Introduction to MBTI
- Job Searching
- Life After Brookes
- Life Beyond Graduation: The Survival Guide for subject area
- LinkedIn Masterclass
- Making Career Decisions
- Making Great Applications for the Brookes Graduate Internship Scheme
- Managing a Career in Academia
- Marketing Yourself for Employment
- Online Applications
- Options After Graduation for International Students
- Options With Your Degree for subject area
- Part-Time Work & Volunteering
- Personal Statements
- Prepare for the Fair
- Psychometric Tests & Recruitment
- Re-invigorating Your Placement Search
- Skills Analysis
- Skills for Placements
- SME Internships & CVs
- Strategies for Employment: Effective CVs, Applications & Interviews for Researchers
- The Graduate Labour Market & Graduate Training Schemes
- Thinking About Careers
- Thinking About Postgraduate Study?
- What Can I Do With My Degree?

## Make a request...

If you would like to organise a workshop for students within your subject then please contact your Faculty Link. We are happy to deliver both existing or bespoke sessions.
Welcome to the 2015/16 Careers Faculty Report. Alongside the one-to-one and central programme delivery, Careers also works hard to deliver directly to students through collaboration with Faculty colleagues. This report contains information and data on the activity in your Faculty over the last academic year. Headline figures are here on workshops, attendance by your students and their satisfaction rates. We have also included some qualitative comments.

The Careers team are keen to continue to grow this engagement and I encourage you to contact either myself or the relevant Faculty Link with any questions you have on the last year or requests for support in the next academic year. This support can include existing sessions (as listed on page 1) and sessions developed in consultation with us - specific to your discipline or particular areas of personal development for your students.

Thank you for some great collaborative partnerships over the last year, we look forward to working with you in the future.

**HEAD OF CAREERS**
Sue Holton
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This year has seen increasing engagement with more targeted careers and employability input into both undergraduate and postgraduate programmes, including MBAs. This has been complemented by centrally run workshops, including a number specifically marketed at Faculty of Business students. One-to-one sessions, which allow for a sharper focus on the individual career development needs of students, have remained popular, not least those held on the Wheatley campus. To increase awareness of the comprehensive careers services available to students a developing approach this year has been short inputs into some of the larger modules on undergraduate programmes and, at postgraduate level, for students from different programmes to be encouraged to attend specific career sessions. This ‘captive audience’ approach has worked well. The challenge for 2016/17 will be to extend collaborative working with a view to targeting students in particular years so they have the right resources, at the right time, enabling them to gain relevant work experience or graduate level jobs.

**FACULTY LINK**

John Kirwan  
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**WORKSHOP FEEDBACK**

48 workshops delivered in Faculty  
1216 students attended workshops

70% of students rated workshops very good or excellent  
96% students would recommend workshops to others

I found this workshop very interesting. It has made me more aware of what employers look for.  
A really informative and inspiring talk giving me ideas for how to develop opportunities for future employment.
One-to-one appointments with HLS students have increased by 41% this year following active engagement across the Faculty. Emma trialled short careers shout-outs in Semester 1 at the start of key lectures to encourage engagement, reaching over 900 HLS students. Emma also ran a new volunteering event for psychology students and initiated a volunteering programme at Springhill Prison - teaching key skills to inmates. 37 psychology students have joined this programme. During Semester 2 Emma ran the second ‘Is Clinical Psychology for Me?’ event for psychologists with about 50 students attending.

Jo also trialled a lecture shout-out with final year nursing students at Swindon and in January, with Careers and Healthcare colleagues, co-ordinated a Swindon Careers Fair / networking event for nursing and ODP students with 13 employers from across the South-West region and 93 students attending. At Marston Road, Jo continues to provide support through the Partnerships 3 module as well as increasing provision in modules for specific cohorts including Midwifery and Paramedic Science. Feedback for these cohort-specific sessions is very positive with students indicating a preference for early engagement when possible.

**FACULTY LINKS**

Emma Robinson  
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Jo Moyle  
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01865 48 4865

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**WORKSHOP FEEDBACK**

38 workshops delivered in Faculty

835 students attended workshops

85% of students rated workshops very good or excellent

99% students would recommend workshops to others

“Excellent succinct presentation with great tips and presenter.

Really helpful to know this service is provided at university.”
Over this year there has been increased liaison, delivery and development in a number of subject areas within HSS; History of Art, Primary Teacher Education, Early Years, English Language and Communication, Politics and International Relations, Modern Languages and Law. Sessions where Careers have worked closely with faculty staff and utilised their contacts with alumni have worked particularly well; the ‘alumni voice’ and experience has been really positive in fostering important employability messages. We have also seen an increase in the number of HSS students attending central workshops and individual services such as Drop in and our mock interview appointments.

Several new initiatives are currently being considered for the next academic session. These include a new induction session designed and delivered with Upgrade for students studying Education at Harcourt Hill, contributing to a new module within Geography, practical pathways into Teaching English as a foreign language plus further sessions for students studying law.

**FACULTY LINK**
Liz Robertson
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**WORKSHOP FEEDBACK**

- **23** workshops delivered in Faculty
- **427** students attended workshops
- **87%** of students rated workshops very good or excellent
- **99%** students would recommend workshops to others

"Very helpful, motivating and understandable. Liz was great. Great information on CVs, personal statements and cover letters as well as fabulous information specific to my course, which has and will help me, and makes me feel more confident about the whole process."
Careers and employability work is becoming increasingly integrated across the Faculty. The introduction of short lecture ‘Shout Outs’ about Careers provision were well received by first year and returning students. Longer sessions tailored for Year 2 Computing and Engineering students included ‘Making Placement Applications’ and ‘Preparing for Interviews.’ Finalist sessions were delivered for Mathematics and Computing groups, and Options for International students in Architecture and Engineering. Several workshops took place on CVs and Applications for Arts, Publishing, Construction and Real Estate students.

Careers contributed to the TDE Student Satisfaction survey events, and with the Programme Lead for Student Experience we aim to trial an employability audit form in CCT, providing a prompt to students to engage with career development activities.

**FACULTY LINK**

Alison Bird  
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**WORKSHOP FEEDBACK**

34 workshops delivered in Faculty  
929 students attended workshops

81% of students rated workshops very good or excellent  
97% students would recommend workshops to others

"Clear and relevant to my degree."

"Very helpful. Thank you!"
RESEARCHERS

Careers continues to support the career management and CPD of research students and fixed term research staff. For 2015-16 we have

- Worked with colleagues to organise and contribute to another successful Career Pathways event
- Delivered over 25 hours of bespoke training through the Researcher Careers Training Programme with 94% of participants rating it very good or excellent.
- Promoted our training and services more widely resulting in a 32% increase in overall attendance at training events with many participants then accessing follow-up one-to-one support

For the next academic year Jo is planning to survey researchers about their needs and experiences of the service in order to continue to make our offer as relevant and visible as possible.

“Really encouraging, helpful and makes the career process seem more hopeful.”

“What a great seminar! So much good information — I am really happy that I have attended”

CONTACT

Dr Jo Moyle
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01865 48 4865

INTERNATIONAL STUDENTS

This year has seen increased activity by Careers aimed at supporting international student employability in both the UK and their home countries and UK students who are interested in international opportunities. We ran 16 sessions on a variety of topics attended by 561 students. By popular demand we ran our four week ‘Options After Graduation for International Students’ in November at Gispy Lane and again in February at Wheatley. We were also asked to deliver four different sessions for international students studying in particular subject areas; architecture, engineering, public health and modern languages. These were designed and delivered in collaboration with the International Student Advisory Team and staff in the faculties. We collaborated with other departments and external groups to launch a new project designed to give some of our international students the opportunity to participate in the Brookes Graduate Internship Scheme. New workshops were delivered by Careers to support students making applications for the internships. We are delighted that five international students, who proved themselves to be the best candidates for the internships they applied for, will have the chance to take up their internship positions in September 2016.

CONTACT

Liz Robertson
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CAREERS EVENTS SEMESTER 1, 16/17

**WEEK 1**
Bicester Village Jobs Fair

**WEEK 2**
Part Time Jobs Fair

**WEEK 3**
Volunteer Fair

**WEEK 4**
Real Estate, Planning & Construction Fair

**WEEK 5**
Placement Fair

**WEEK 6**
Technology Fair

**WEEK 7**
Mini Graduate Jobs Fair

**WEEK 8**
Mini Graduate Jobs Fair

**WEEK 9**
Mini Graduate Jobs Fair

**WEEK 10**
Mini Graduate Jobs Fair