WELCOME TO EMPLOYABILITY AND CAREERS

Welcome to Autumn 2017 at the University of Essex. This is one busy term for all new starters and returning students, so here’s a handy guide to Employability events and workshops.

We can help you find a part-time job or dream graduate role, tidy up your CV, find a work placement, develop your skills and so much more!

You will be able to view and book the majority of our events two weeks before they take place by going to www.essex.ac.uk/see/careerhub. Check back frequently for the most up-to-date event listings.

Prefer a 1:1? No Problem
Drop in to the Employability and Careers Centre and get some on-the-spot advice or book an appointment with one of our Careers Advisers.

All New for 2017
CareerHub+ resources have launched so get online and build your CV, find job vacancies and even practice your interview technique 24/7 from any device.

HIGHLIGHTS

We think all our events are great but you definitely don’t want to miss these ones.

Job Market 10 October 11.00am - 3.00pm
The Autumn Job Market puts you in touch with employers promoting a range of current opportunities, especially part-time work that is flexible to fit around your studies. Whether you are interested in finding a paid internship, a part-time job or a local cause you can volunteer with, there is something for everyone at the Autumn Job Market.

Teaching Fair 19 October 5.00pm - 8.00pm
Confused about all the different routes into teaching? Find out everything you need to know about the many pathways available at the Teaching Fair. Speak to recruiting schools and education providers about teacher training schemes, internships and work experience. Hear from industry experts. Find out how to present a good application and learn about what employers are expecting from you. You can also find out about funding and paid positions.

Careers Fair 2 November 10.00am - 3.00pm
The annual Careers Fair at Essex is our biggest and best event to meet many graduate recruiters in person, including big names from the Times Top 100 Graduate Employers list. Find out more about the options available to you from your first year upwards including internships, placement years and insight days, as well as graduate schemes and pathways. Plus you can meet the Employability and Careers team who can help you make sense of it all!

Law Fair 16 November 6.15pm - 8.00pm
The Law Fair is for anyone who is actively exploring a career in Law, even if you are not doing a Law degree. Use the fair to network with firms looking to recruit talented individuals and training providers who can answer all your LPC and GDL questions and more.

For more information or to book a place visit www.essex.ac.uk/see/careerhub
THE SUCCESSFUL SERIES

The Successful Series gives you the winning formula to perfect CVs, cover letters and application forms, hints and tips for acing interviews and making a lasting impression face-to-face. These workshops are vital for anyone wanting part-time work or even that dream job after graduation. It’s never too early to learn employability skills!

► Successful CVs
  9 October 11.00am - 11.50am
  31 October 3.00pm - 3.50pm
  23 November 2.00pm - 2.50pm

► Successful Applications: Frontrunners
  9 October 3.00pm - 3.50pm

► Successful Applications
  16 October 11.00am - 12.30pm
  7 November 3.00pm - 4.30pm
  30 November 2.00pm - 3.30pm

► Successful Interviews
  23 October 11.00am - 12.30pm
  14 November 3.00pm - 4.30pm
  7 December 2.00pm - 3.30pm

► Successful Applications: Applying for Teacher Training
  24 October 2.00pm - 2.50pm

► Successful Applications: Applying for Postgraduate Study
  15 November 12.00pm - 12.50pm

► Successful Networking
  28 November 12.00pm - 12.50pm

THE HOW TO HANDLE SERIES

Have you thought about what you can do now to help you negotiate the competitive job market when the time comes?

The How to Handle Series will give you the edge over the competition. From making yourself stand out in your professional online profile, to navigating the tricky assessment stages of the interview process, we’ve got you covered.

► How to Handle LinkedIn Basic skills
  18 October 2.00pm - 2.50pm
  16 November 11.00am - 11.50am

► How to Handle LinkedIn Advanced skills
  25 October 2.00pm - 2.50pm
  23 November 11.00am - 11.50am

► How to Handle Assessment Centres - with FDM
  26 October 3.00pm - 4.30pm

► How to Handle Careers Fairs
  30 October 3.00pm - 3.50pm
  (with the Science and Health Team)
  31 October 11.00am - 11.50am
  (with the Social Sciences Team)
  1 November 1.00pm - 1.50pm
  (with the Humanities Team)

► How to Handle Numeracy Tests
  6 November 11.00am - 12.30pm

► How to Handle Presentations
  20 November 12.00pm - 12.50pm

For more information or to book a place visit www.essex.ac.uk/see/careerhub
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BEST OF THE REST

Employability and Careers events and workshops are as diverse as the Essex student body. Don’t miss these special events.

CareerHub+ Launch Parties
16 October 2.00pm - 3.50pm
9 November 10.00am - 11.50am
From October 2017 you can experience the digital sensation that is career resources online, 24/7 on any device. Head online to see it for yourself or join us for one of the exclusive CareerHub+ Launch Parties.

Generation Essex
30 October 1.00pm - 1.50pm
14 November 1.00pm - 1.50pm
An exclusive event for all final year undergraduate students. Come and find out how you can make the most of your final year, ensuring you are fully prepared for life after university. Whether you have a plan or are still not sure, we can help you navigate your way.

Being Disability Confident
8 November 2.00pm - 3.30pm
A chance to explore and raise your questions about applying for jobs as a disabled candidate and being disability confident with potential employers.

Career Conversations
23 November 6.30pm - 9.30pm
Enjoy friendly conversations with University of Essex grads and start thinking about where your degree could take you. This networking evening is a chance to practice your communication skills and gather career ideas from Essex alumni working in a range of sectors. Explore potential pathways and get advice from Essex grads who have the job you dream of. This event starts with a networking skills "warm-up" workshop and includes free food!

IMPORTED EVENTS

We have brought together an exciting range of businesses to deliver engaging sessions on exactly what graduate recruiters are looking for.

How to Handle Assessment Centres - with FDM
26 October 3.00pm - 4.30pm
This interactive workshop aims to build your confidence by gaining practical experience of what an Assessment Centre involves.

Run with FDM Group, this workshop also gives you the opportunity to gain insight into a career in IT and business. FDM is Britain’s largest listed IT services provider and the UK’s leading IT graduate employer.

Frontline: Working with Vulnerable Young People
1 November 2.00pm - 3.30pm
Frontline is a Times Top100 organisation that aims to transform lives by recruiting and developing outstanding individuals to be leaders in social work. During our two year programme, participants are able to work towards gaining a post-graduate diploma or Masters in social work and take part in on-the-job training – all of which is fully funded.

Join Frontline for an interactive session that incorporates activities that will help you consider the challenges people in care face and the skills required to support vulnerable children and families.

Working for KPMG – the Importance of your Personal Brand
21 November 2.00pm - 2.50pm
Understand what a “brand” actually is and what it stands for, whilst looking at the links between a company brand and a personal brand and how to build your own brand successfully.

Followed by Q&A about the workshop and about the recruitment process and life at KPMG.

Working in the Games Industry
28 November 2.00pm - 3.30pm
Join Shark Infested Custard and Mediatonic for an insight into careers in the games industry. Hear about application and portfolio, different roles available, and the life and inner workings of the industry from indie teams to large developers.

For more information or to book a place visit
www.essex.ac.uk/see/careerhub
GET INVOLVED

Employability and Careers is more than just graduate jobs and careers advice. It’s also about providing those extracurricular opportunities that will make your CV shine.

**Essex Interns**
Get ready for work. Paid extracurricular internships – part-time while you study, full-time during vacations and available for up to three years after graduation. Develop skills, gain experience and get paid.
- [www.essex.ac.uk/careers/internships](http://www.essex.ac.uk/careers/internships)
- [internships@essex.ac.uk](mailto:internships@essex.ac.uk)

Find out more by attending one of our workshops
- 16 October 1.00pm - 1.50pm
- 22 November 1.00pm - 1.50pm

**Frontrunners**
Frontrunners is the University’s unique on-campus placement scheme, allowing you to develop your skills and get real work experience!
Visit our webpage for up-to-date information on what placements are available and when.
- [www.essex.ac.uk/fronrunners](http://www.essex.ac.uk/fronrunners)
- [fronrunners@essex.ac.uk](mailto:fronrunners@essex.ac.uk)

Find out how to apply by attending our workshop
- 9 October 3.00pm - 3.50pm

**UROP**
UROP - the Essex Undergraduate Research Opportunities Programme that gives you the chance to assist established researchers with one of their research projects. During the placement you will gain new skills that will not only help you in a final year dissertation project, but also in your future careers prospects.
- [www.essex.ac.uk/urop](http://www.essex.ac.uk/urop)
- [urop@essex.ac.uk](mailto:urop@essex.ac.uk)

- Find out more by attending one of our Information Sessions
  - 24 October 3.00pm - 3.50pm
  - 7 November 11.00am - 11.50am

**Big Essex Award**
The University’s employability award aims to help identify the skills you’ve developed over your time at Essex so that you can show future employers why they should hire you. The award will recognise the extracurricular and voluntary activities that you complete during your time at Essex, both on and off campus. All Big Essex Award activities will also go on your HEAR!
- [www.essex.ac.uk/careers/bige](http://www.essex.ac.uk/careers/bige)
- [bige@essex.ac.uk](mailto:bige@essex.ac.uk)

- Find out how to apply by attending our workshop
  - Tuesdays 12.00pm - 12.30pm (weeks 2 - 9)
  - Wednesdays 1.00pm - 1.30pm (weeks 2 - 11)
  - Thursdays 2.00pm - 2.30pm (weeks 2 - 4 and 6 - 9)

For more information or to book a place visit
[www.essex.ac.uk/see/careerhub](http://www.essex.ac.uk/see/careerhub)
**Essex Startups**

Brave enough to be your own boss and set up a business? Whether you already have your own company or just a great idea, our business coach offers a support package just for you.

▶ www.essex.ac.uk/careers/enterprise  
E startups@essex.ac.uk

**Events this term**

- **Big Pitch Event**  
  9 October  8.30am - 5.00pm

- **Mini Bootcamp: Creating and Validating Business Ideas**  
  11 October  9.00am - 1.00pm

- **Idea Creation and Validation (Online Webinar)**  
  17 October  5.00pm - 6.00pm

- **Mini Bootcamp: Modelling and Planning your Business**  
  18 October  9.00am - 1.00pm

- **Values and Ideal Client (Online Webinar)**  
  24 October  5.00pm - 6.00pm

- **Mini Bootcamp: Refining your Business Idea**  
  25 October  9.00am - 1.00pm

- **Branding your Business (Online Webinar)**  
  31 October  5.00pm - 6.00pm

- **Networking Evening and Pitching Opportunity**  
  13 November  6.00pm - 8.00pm

- **Marketing your Business (Online Webinar)**  
  14 November  5.00pm - 6.00pm

- **Mini Bootcamp: Get Business Ready**  
  15 November  9.00am - 1.00pm

- **£100 Challenge**  
  15 November  From 6.00pm (24 hour challenge)

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**Career Mentoring**

Make a statement with your career. This is your chance to join the popular Career Mentoring Programme. Book your place on an Introductory Training Workshop and remember to watch the briefing video via the link in the CareerHub event for more details.

▶ www.essex.ac.uk/see/careermentoring  
E ementor@essex.ac.uk

- **Introductory Training Workshops are taking place on**
  - 23 October  1.00pm - 3.30pm
  - 24 October  1.00pm - 3.30pm
  - 25 October  10.00am - 12.30pm
  - 26 October  10.00am - 12.30pm

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**Thinking about a Placement Year?**

Have you ever considered doing a placement year? Now is your chance to discover how you can! Most courses at Essex offer the chance to work a year in industry between your second and final years, so why not turn up to find out how you can secure a placement as part of your degree.

Find out more by attending one of our workshops, suitable for first and second year students considering a placement year in the future.

- 26 October  11.00am - 11.50am
- 8 November  12.00pm - 12.50pm
- 27 November  3.00pm - 3.50pm

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The Start-Up Hub over at the Parkside Business Park is putting on a series of speaker events that are essential listening to anyone interested in setting up their own business or wanting to understand how real business thinks. Covering practical topics like how to build the perfect management team, how to finance and fund your start-up and hints and tips on selling, these events are delivered by experts in their field. The format is an informal discussion with lots of time for questions and networking.

For up-to-date event listings and information on how to book visit  
www.essex.ac.uk/see/careerhub
LOYALTY CARD Collect 5 stamps from Employability workshops and events to get a free regular hot drink at Zest!

COLLECT 5 STAMPS FROM EMPLOYABILITY WORKSHOPS AND EVENTS THROUGHOUT AUTUMN TERM 2017 TO CLAIM A REGULAR DRINK FROM ZEST*. VISIT CAREERHUB+ TO BOOK ONTO EVENTS AND WORKSHOPS.

This card belongs to:

Essex PRID: *1 regular sized drink can be redeemed from Zest (Colchester Campus) with 5 stamps collected from Employability and Careers workshops and events during the Autumn term 2017. Stamps cannot be collected from timetabled Departmental Careers Lectures. Non-transferable. No cash value.