From your first to your final year, we have an exciting programme of talks and workshops to help you brush up your existing employability skills, learn new ones and get you confident about applying for graduate jobs or further study. Whether you want to put together a top-notch CV, practice your interview skills or boost your professional online presence, we have the event for you.

We’ve even got companies coming onto campus to give you tips on how to get a dream job with them after you graduate.

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](http://www.essex.ac.uk/see/careerhub)

Check back frequently for the most up-to-date event listings.

**Prefer a 1:1? No Problem**

Pop in to the Employability and Careers Centre on Square 2 and get some on-the-spot advice or book an appointment with one of our Careers Advisers.

**Remember**

**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.
Generation Essex is the career support package to help you prepare for life beyond university.

Join up to access

- Paid internships
- Grants for starting your own business
- Support with applying for postgraduate study or teacher training
- Careers advice tailored to you
- Professional skills workshops, networking events and online resources
- And much more!

For more information visit
[www.essex.ac.uk/careers/generation-essex](http://www.essex.ac.uk/careers/generation-essex)

We've selected some events that you do not want to miss if you are part of Generation Essex. Look for the logo throughout this guide for our recommendations.
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. Learn how to create the perfect CV, make yourself stand out in your professional online profile and get hints and tips on navigating the tricky assessment stages of the interview process.

How to Handle CVs (Basic Skills)
Monday, Wednesday, Friday    Weeks 16 - 21
Wednesday                        Weeks 22 - 25

How to Handle CVs (Advanced Skills)
23 January    2pm - 2.50pm
19 February    11am - 11.50am
28 February    11am - 11.50am

How to Handle LinkedIn (Basic Skills)
22 January    12pm - 12.50pm
20 February    4pm - 4.50pm

How to Handle LinkedIn (Advanced Skills)
5 February    12pm - 12.50pm
6 March       4pm - 4.50pm

How to Handle Assessment Centres - with Enterprise Rent-A-Car
30 January    11am - 1pm

How to Handle Presentations
11 March       1pm - 2.30pm

For more information or to book a place check out www.essex.ac.uk/see/careerhub
The Successful Series gives you the winning formula to perfect cover letters and application forms, plus 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 Cover Letters**
5 February  2pm - 2.50pm

**Successful Applications**
30 January  2pm - 3.30pm
26 February  10am - 11.30am
7 March  3pm - 4.30pm

**Successful Applications: Applying for Postgraduate Study**
4 February  11am - 11.50am
12 March  3pm - 3.50pm

**Successful Interviews**
13 February  2pm - 3.30pm
5 March  10am - 11.30am
14 March  3pm - 4.30pm

For more information or to book a place check out www.essex.ac.uk/see/careerhub
Inspiring Futures with City Year UK, National Citizen Service and Teach First

29 January 2pm - 3.30pm

Could you inspire and empower young people to achieve their full potential either in or out of school? This presentational event brings together 3 different organisations with similar intentions: inspiring disadvantaged 15-17 year olds and helping them do better in the future. You may be interested in teaching (Teach First) or looking to develop your skills with young people either in term time (City Year UK) or in the holidays (NCS). Come and hear how these different approaches make a real impact on the lives of young people from the poorest backgrounds and how you could get involved.

How to Handle Assessment Centres - with Enterprise Rent-A-Car

30 January 11am - 1pm

Come and find out what will make you stand out during an assessment centre, with hints and tips from The Graduate Employer of the Year at the 2016 and 2013 TARGETjobs awards. This session will help you to draw upon your education, work experience and sports and society membership activity, plus pull together your skills and boost your confidence. Co-delivered with Enactus.

How to Succeed at Interview with Teach First

27 February 3pm - 4.30pm

At this practical workshop you will gain valuable insights into the principles of good interview techniques and how to apply them. Teach First develop great people to become inspirational classroom leaders and equip them with the skills and knowledge to inspire and motivate young people from the poorest backgrounds to achieve their potential. Meet a member of their graduate recruitment team to answer your questions, discover what happens on a selection day at their development centre and find out more about what they are looking for so you feel fully prepared.

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

Careers in Psychotherapy and Counselling
6 February 3pm - 4.30pm

A chance to discover the diverse range of challenging and rewarding careers in this field. Find out about the different orientations, what it takes to be a good counsellor or therapist and how to train. Open to all degree disciplines.

Numeracy Test Workshop
15 February 3pm - 4.30pm

Does the thought of having to complete a numeracy test fill you with dread and leave you making 2+2=5? This session will give you the chance to practice numeracy tests in a friendly and supportive environment. You will also pick up hints and tips on how to be successful when it comes to completing tests for real.

WOMEN IN STEM
Thursday 7 March
4pm - 8pm

Women in STEM is your chance to meet inspiring female role models working in STEM careers. Gain insights into the cutting edge work STEM women are delivering on a daily basis by networking with professionals and hearing from our inspiring speakers. New this year, meet employers who offer unique perspectives into working in STEM careers at our dedicated STEM Careers Fair, open to all!

For more information check out 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

Find out more by attending one of our workshops

31 January 1 pm - 1.50pm
25 February 1 pm - 1.50pm

**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

Find out more by attending one of our Information Sessions

Thursdays 2 pm - 2.30pm

For more information or to book a place check out
[www.essex.ac.uk/see/careerhub](http://www.essex.ac.uk/see/careerhub)
**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, for who, and when.

[www.essex.ac.uk/fronrunners](http://www.essex.ac.uk/fronrunners)

fronrunners@essex.ac.uk

For information and support with applications come along to

**Frontrunners Clinic**

7 March  10am - 11.30am

**Frontrunners Writing Workshop**

13 March  11am - 12.30pm

**UROP**

UROP is 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 career prospects!

[www.essex.ac.uk/urop](http://www.essex.ac.uk/urop)

urop@essex.ac.uk

Find out more by attending the Information Session

4 February  2pm - 2.50pm

**Thinking about a Placement Year?**

Most courses at Essex offer the chance to work a year in industry between your second and final years, so come along to one of our workshops to find out how you can secure a placement as part of your degree.

These workshops are suitable for first and second year students considering a placement year in the future.

29 January  11am - 11.50am
21 February  11am - 11.50am
4 March  3pm - 3.50pm

For more information or to book a place check out

[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
startups@essex.ac.uk

Events this term
Mini Bootcamp - Refining your Business Idea
21 January 1pm - 5pm

Mini Bootcamp - Get Business Ready
28 January 1pm - 5pm

Taskmaster and Networking Lunch
6 February 12pm - 2pm

Basic Accounting for Startups
12 February 5pm - 6pm

Leadership Programme for Female Entrepreneurs
26 February 5pm - 7pm

Eastern Arc Start-Up Weekender
15 - 17 March

Run with other regional universities and colleges, we are holding an entrepreneurial adventure in Norwich! You get the opportunity to be entrepreneurial, network and have fun with free activities, free accommodation and free food. During the days you will develop business ideas that contribute to the UN Sustainable Development Goals, plus improve your presentation skills. At the end of the weekend you can present your idea to us.

For more information or to book a place check out
www.essex.ac.uk/see/careerhub
The Start-Up Hub, currently at Parkside Business Park, is set to move to the new flagship innovation building next year. This makes it the place to go if you have a business idea, would like help in developing it and to work with professional advisers to help you overcome challenges. There is access to space and plenty of support to get your start-up company up and running. Advice covers practical topics like team building, sources of finance and hints and tips on pricing and selling. We can help you connect with the right business mentors and we run a whole series of free events throughout the year delivered by experts in their field. You can also attend the Innovation Series of speaker events run by the Knowledge Gateway Team and hosted at the Hub.

For up-to-date event listings and information on how to book visit
www.essex.ac.uk/see/careerhub
www.essex.ac.uk/business/events