School of Earth and Environment

UNIVERSITY OF LEEDS

IMPROVE YOUR EMPLOYABILITY

AND GAIN A COMPETITIVE EDGE
What is employability?

Making yourself employable is about more than just getting a degree. To maximise your time at university you also need to understand the skills, qualities and qualifications that employers are looking for. While it’s easy to be engrossed in the day-to-day studying, course work and lectures – not to mention social life – it is actually a great time to network and make powerful connections that can positively impact your future career.

That’s why we’re committed to helping you get ahead. The Leed's curriculum has been redesigned to ensure 'employability' is embedded into all programmes and it's also a big part of the culture at the School of Earth and Environment. From the careers module, to the highly successful year in industry scheme, a range of initiatives are offered to ensure you receive the highest level of support throughout your studies.

- One-to-one support
- Professional careers module
- Alumni networking events and talks
- A year in industry
- Leeds for life
- Environment careers fair
- Employer visits
- The Careers Centre
- Social media presence
- Student societies and professional accreditation
- Field work
- Graduate career opportunities
- Student employability ambassador.

“I attended as many of the careers fairs and really got into networking. The careers centre helped me with my CV and covering letters, told me what to expect at interviews, and did a mock interview with me. They also encouraged me to join ‘LinkedIn’. This is actually how I found my job.”

Graduate Siobhan Geever, Environmental Consultant, WSP.
We are in the top 10 most targeted UK universities by graduate employers.
Gain a head start before you graduate

ONE-TO-ONE SUPPORT
To ensure you are equipped with the key skills required for employment a dedicated Employability Officer works with the Careers Centre, academic staff, employers and former students.

A personal tutor is also available to you for advice and guidance on future employability and career options throughout the duration of the programme. Personal Tutors work with the Employability Officer so they are informed about career-related events during the academic year.

TAKE A PROFESSIONAL CAREERS MODULE
This compulsory module provides you with hands-on experience when competing for a graduate job. It is delivered by staff within the School, the Careers Centre and external employers. Former Leeds students also regularly contribute to the module to provide advice and insight into how to carve a successful career.

On completion, you will:
• be able to write a successful CV and covering letter
• know how to complete an application form
• be prepared for interviews with our recruitment assessment exercises and psychometric tests
• have gained a clearer idea of the specific and general skills that graduate employers want from earth and environment graduates.

NETWORK AT AN EXCLUSIVE CAREERS FAIR
Attend an annual event within the School that attracts a wide range of employers from environmental consultancies, to major oil and gas providers. You could interact with companies such as AECOM, Atkins, BP, Canal and River Trust, Camira Fabrics, Centrica, CH2M Hill, Environment Agency, Exxon Mobil, Getech, Golder Associates, Groundwork, Hilton, Mott MacDonald, PwC, Transport for London, Unilever, United Utilities, URS and WSP.

“I am keen to pass on my experience and knowledge about getting on the career ladder and making the next generation aware of environmental career opportunities that exist across the public sector.”

Graduate Brad Johnson, Carbon Reduction Officer, Rotherham council.

DEVELOP A ‘LIVING CV’ WITH LEEDS FOR LIFE
Leeds for Life is an on-line resource that allows you to articulate and record curricular and co-curricular activities in real-time and use this information to help you complete successful applications for placements, jobs or further study.

Also, if you have an idea for a project that will develop your skills and benefit others, the Leeds for Life Foundation could help you with a cash grant to make it happen. For more information, visit www.leedsforlife.leeds.ac.uk

ATTEND ALUMNI NETWORKING EVENTS AND TALKS
Be inspired by previous students who regularly host talks and share their experience. These students also contribute to the Careers Skills Module keeping you up-to-date with the employment sector.

You can also engage with alumni through the growing ‘Leeds Network’ which gives you access to detailed Leeds alumni career profiles and the opportunity to ask questions to those who could be working in careers or organisations similar to your chosen career path. For more information visit www.alumni.leeds.ac.uk/leedsnetwork

Sign-up for the School’s careers newsletter, email l.hartland@leeds.ac.uk
We are one of the few universities to have a dedicated in-school Employability Officer.
LEARN FIRST-HAND FROM EMPLOYERS
As a student, you’ll hear from Industry professionals who regularly visit the School to pass on their knowledge and experience on how to secure graduate employment.

VISIT THE UNIVERSITY’S CAREERS CENTRE
Get access to a wide range of information and support, from advice on job applications, interviews and CV’s to a range of career related events at the university’s Careers Centre.

You can also book one-to-one appointments (every fortnight) with careers advisors, who are assigned to the School.

STAY CONNECTED THROUGH SOCIAL MEDIA
Access the latest information on placement opportunities, jobs and relevant careers events on the School’s Facebook, Twitter and LinkedIn accounts. You can also network with industry professionals as soon as you join LinkedIn. The Careers Centre also runs dedicated sessions to help you learn how to get the most out of social media.

JOIN OUR STUDENT SOCIETIES AND GAIN PROFESSIONAL ACCREDITATION
Join a range of societies and groups within the School and wider university that will aid confidence, organisational and networking skills. The School offers student chapters of professional societies such as AAPG (American Association of Petroleum Geologists) and SEG (Society of Economic Geologists). The societies of RocSoc and EnviroSoc represent the subject areas in Earth and Environmental Sciences, offering opportunities for socialising as well as being involved with educational guest speakers, careers talks and visits.

Many programmes are professionally accredited. ‘Meteorology and Climate Science’ is accredited by the Royal Meteorological Society and ‘Geological Sciences’ will fast-track towards obtaining a chartered geologist status. We are the only Russell Group university that offers a Sustainability and Environmental Management undergraduate course, which is accredited by the Institute of Environmental Management and Assessment (IEMA). This means when you graduate you automatically qualify for Associate Membership of IEMA, a step which usually requires an additional exam after a period of workplace experience.

HEAR ABOUT THE LATEST GRADUATE CAREER OPPORTUNITIES
Earth & Environment graduate roles are announced to you via LinkedIn, Twitter and email. There is also an Employability Notice Board in the School’s Student Support Office that advertises jobs. The Careers Centre advertises vacancies on its online database which is only accessible to Leeds students. Assistance with graduate roles if offered from the Careers Centre is available on application and CV writing to mock interviews and assessment centres.

GAIN HANDS-ON EXPERIENCE IN THE FIELD
Field trips take you to exciting locations across the UK and worldwide, providing you and your peers with an exciting opportunity to bring together knowledge from different ‘classroom’ courses and to apply it in real situations. The skills you will develop are key to employment in all industries, particularly team building, problem solving and time management.

To find out how you can get ahead
contact Linda Hartland L.Hartand@Leeds.ac.uk 0113 343 0115
Develop your skills and help others

As a Student Ambassador, you will work alongside the Employability Officer to provide information on placements, internships and graduate vacancies to your peers. You will also represent the School at events such as the annual Careers Fair and speak to fellow students in the Professional Careers Module about the year in industry programme.

REASONS TO BECOME AN EMPLOYABILITY AMBASSADOR:

• Be the first to know about career opportunities
• Build relationships directly with contacts in industry
• Improve your networking skills
• Learn to become a confident public speaker
• Develop transferable skills that will give you the confidence to excel in your future
• Help others broaden their horizons and guide them through the recruitment process.
“Being an Employability Ambassador is highly rewarding as it is an opportunity to help other students who may be in a similar position to that you once were. The role is also a fantastic way to make personal contacts with industry. Those taking up the role ensure they are always in the know about employability events going on in the department and will definitely improve their networking and communication skills throughout the year”.

Mike Cook, Employability Ambassador

“Taking on the role of Employability Ambassador threw me out of my comfort zone and helped me develop skills to a level beyond that which I anticipated for this stage in my education. It never occurred to me that I could become entirely comfortable with presenting to large public audiences, or that I would be presented with such a fulfilling and rewarding job opportunity at this stage in my professional development.”

Jonathan King, Employability Ambassador
Work a year in industry

Between years two and three of your undergraduate study, you have the opportunity to take a year in industry placement which gives you valuable hands-on experience, and the chance to develop new and transferable skills while you earn a salary. This helps you to stand out in the competitive job market, with employer’s increasingly valuing experience, as well as a degree.

Internationally, students have secured roles at the National Environment Agency of Singapore to undertaking Conservation work in Tanzania.

REASONS YOU SHOULD CONSIDER A YEAR IN INDUSTRY:

• Placements are available with employers from a wide range of sectors – in the UK and abroad.

• Support is offered when submitting applications to ensure you have the highest chance of success.

• CV checks are run by the Career Centre’s free ‘drop-in’ service, or individual appointments can be arranged for a mock interview.

• Placement tutors are assigned to you once your placement is secured, visiting you and offering continual support and guidance.

Industrial placements often lead to a job offer from an employer after graduation
High Fliers survey 2013

To find out how you can get ahead
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“I worked at Samsung’s European Headquarters in a team responsible for sustainability across Europe. We lobbied on environmental policy, promoted green products and advised on sustainable legislation including resource efficiency, eco-design, chemical and waste. My year in industry has increased my passion for sustainability while developing my networking skills, knowledge and industry contacts. It was an unforgettable experience that I would recommend to any student.”

Zara Churton, Intern, Samsung

“Getech is a great place to work, the people are friendly and the office facilities are exceptional! Teamwork, communication, self-motivation and time-management were essential for my role and they have all developed massively since my internship. I was often placed with little notice in front of high-flying clients and had to justify my work.”

Michael Lawson, Intern, Getech
(Leeds based company that conducts research for oil companies across the globe)
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