

UNIVERSITY OF
BIRMINGHAM



Careers Network Projects

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Careers Network

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Careers Network- Helping your Business Grow

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Introduction:

The University of Birmingham prides itself on nurturing inquisitive minds by preparing our students with their academic, personal and professional development. We are a research based University that develops highly analytical students that approach tasks in innovative and creative ways.

The student perspective can offer your organisation a fresh approach and often bring new ideas to your company along with developing our students' professional skills and understanding of industry practice. At the University of Birmingham we are committed to developing skills and strengths in our students so that they will not only work with you, but will add value in order to have an impact on your organisation.

The University is committed to providing meaningful and structured career development experiences to its students and graduates. Therefore employers that are considering offering opportunities should carefully consider the most appropriate arrangement that they are able to offer to ensure that students are engaging with authentic, well planned experiences that will develop their professional skills and understanding of industry practice.

There are a broad range of opportunities that can be offered to our students both as part of and outside our students' academic studies.

Outlined in this document are some of the ways in which employers help contribute to our students professional and personal development.



Opportunities which are part of our students' academic studies:

Work-related learning:

WHAT: Industry offers students the opportunity to engage in real work situations where the learning takes place at university. This could be providing genuine case studies or projects for students to work on.

WHEN: These opportunities take place during term time on an ad-hoc basis depending on the need of the academic programme.

HOW: Each module requires work-related learning activities at different times of the year. If you are interested in offering our students work-related activities, contact Roshni Barot, Work Integrated Learning Advisor: r.barot@bham.ac.uk who will direct you to the most relevant department.

COSTS: Depends on your level of involvement. For example providing case studies will incur no costs however if you facilitate the session then you may incur travel costs.

BENEFITS: Raises the profile of your organisation, a range of new ideas could be generated by students.

Guest Lectures:

WHAT: Industry specialists volunteer time to deliver lectures to students, on specific areas of interest. Organisations could also volunteer to be a panellist at a panel discussion event, attend networking events aimed at developing our students' networking skills.

WHEN: These opportunities take place during term time on an ad-hoc basis depending on the need of the academic programme.

HOW: Module's require speakers at different times of the year. If you are interested in guest lecturing, contact Roshni Barot, Work Integrated Learning Advisor: r.barot@bham.ac.uk who will direct you to the most relevant department.

COSTS: Time and travel costs. Depending on the module programme and where you are traveling from, your travel expenses may be reimbursed.

BENEFITS: Raises the profile of your organisation. Provides students with up to date industry knowledge.

Placements:

WHAT: Count towards the students course credit, can be short term (minimum of 40 hours) or long term (minimum of 33 weeks-maximum 52 weeks) opportunities. Depending on the length and type of placement that the student is undertaking, the placement can be full-time or part-time.

WHEN: Placements can take place throughout the year on an ad-hoc basis depending on the need of the academic programme.

HOW: Each module has its own recruitment process and timeframe. If you are interested in offering a placement, contact Roshni Barot, Work Integrated Learning Advisor: r.barot@bham.ac.uk who will direct you to the most relevant department.

COSTS: Opportunities must be paid at least national minimum wage if longer than 20 working days. If the opportunity is less than 20 working days we would still encourage employers to pay the student if possible, if it is not possible to pay the student, we would ask that the student is reimbursed reasonable travel expenses.

BENEFITS: raises the profile of your organisation, opportunities for staff development, 'try-out' potential employees, attract future candidates, students can offer a range of new ideas and fresh perspectives, the change of dynamics often motivates members of the existing team, students can undertake valuable research projects that will be of benefit to the organisation, but that the organisation has not had time or resource to undertake.

Opportunities that are not part of the students' academic studies:

Mentoring:

WHAT: An opportunity for an individual from a professional background to share their knowledge and experience on a voluntary basis to help a student progress in their career and help them explore their career options.

WHEN: Graduate mentoring scheme (open to final year and postgraduate students) starts in July- December (6 months).

Careers Network mentoring scheme (open to undergraduate students) starts in December- June (7months)

HOW: Apply via an online form:
<https://uobasops.formstack.com/forms/mentorregistrationform>

COSTS: Time. We require mentors to volunteer a minimum of one hour each month to their mentee over the course of the scheme.

BENEFITS: Developmental opportunities for staff, the opportunity to gain personal satisfaction to know that they have contributed to a student's development.

LGBTQ Mentoring:

WHAT: This scheme matches students with mentors across a range of occupations to get advice on how to be happy and fulfilled as an 'out' lesbian, gay, bisexual, transgender and/or queer employee in the workplace. The objectives are for students to find out more about: choosing an LGBTQ-friendly employer, what makes a good application, how to come out and how to progress in their chosen career. Mentors are LGBTQ employees based in Birmingham.

WHEN: Mentoring starts in November to June (8 months)

HOW: Apply via an online form:
<https://uobasops.formstack.com/forms/mentorregistrationform>

COSTS: Time. We require mentors to volunteer a minimum of one hour each month to their mentee over the course of the scheme.

BENEFITS: Developmental opportunities for staff create a legacy and gain personal satisfaction to know that you have contributed to a student's development.

Further information about mentoring can be found:
<http://www.birmingham.ac.uk/generic/internships/mentoring/next-generation.aspx>

Internships:

WHAT: Short term opportunities that do not count towards the students' degree. Opportunities that are targeted at undergraduate students tend to have the highest rate of response, if the opportunity is due to start during the summer. Post-graduate students tend to be most interested in opportunities that start in September. Internships are usually 4 weeks- 15 weeks in length. A dedicated Internship Officer will advise you on the best fit for your project.

WHEN: Internships can be full time if the student is not required to attend University e.g summer or Christmas vacation, or part-time during term time. Postgraduate students are able to undertake fulltime opportunities from September onwards.

HOW: When recruiting a student you will be asked to outline the internship that you would like to offer using the "Vacancy Form" (appendix 1). All Internships must adhere to the Careers Network, terms and conditions (appendix 2). An Internship Officer will guide you on how to upload your opportunity for free to our University online vacancy board. The students apply to the advert directly and the organisation manages the recruitment thereafter.

COSTS: Opportunities must be paid at least national minimum wage if longer than 20 working days. The University still encourages employers to pay the student if possible, if it is not possible to pay the student, we would ask that the student is reimbursed reasonable travel expenses.

BENEFITS:

Raises the profile of your organisation, opportunities for staff development, 'try-out' potential employees, attract future candidates, students' can offer a range of new ideas and fresh perspectives, the change of dynamics often motivates members of the existing team, students' can undertake valuable research projects that will be of benefit to the organisation, but that the organisation has not had time or resource to undertake.

Further information about internships can be found:
<http://www.birmingham.ac.uk/partners/employers/index.aspx>

If you are interested in finding out more about any of the opportunities outline, please contact:

Roshni Barot, Work Integrated Learning Advisor, r.barot@bham.ac.uk

To explore alternative ways that your business can work with the University, contact the **Business Engagement** team:

E: businessteam@contacts.bham.ac.uk

Examples of the impact that our students have made:

Short-term placements (40 hours):



Younis Bhatti & Co. Limited, Saqib Bhatti, Director

Objective of Placement: A 3rd year Business School student worked with the accounts department to assist them with clients' accounts

“As a SME we were in two minds about taking on a placement student but actually the flexibility of the scheme really worked for us. We got to pick the project and also worked out days and times that were suitable for us for our student to come in. Our student analysed company rebates, KPIs and payments to suppliers, all very beneficial.

Year in industry placement:



Carillion, Neil Rudge, Community Regeneration Manager

Objective of Placement: Sam, 2nd year Civil Engineering student, worked on the construction of the new University of Birmingham library.

Samuel Griffiths came to Carillion through the University of Birmingham Civil Engineering School's 'Respect' programme, and he impressed so much that he has been employed by Carillion ever since! Both Samuel and the other placements we have hosted are highly motivated, capable individuals who bring a vibrancy and energy to our projects while they gain valuable knowledge and experience.”

Summer internship:



Kara, 2nd year student, Business Development Intern at Barnardo's

"As a Business Development intern I assist the BDU team in winning tenders and bids for Barnardo's...I have completed competitor analyses, partnership profiles (sometimes Barnardo's will deliver in conjunction with specialist partners), attending meetings, and filling out ITT (invitation to tender) requests and PQQ's (Pre-qualification questionnaires)".

Mentoring:



Tanager Wealth Management LLP, Alex Eichhorn, Managing Partner

I had forgotten what I did not know when I was a student. For example, how the business world works, how you communicate with people in a business environment, how your knowledge continues to grow. Helping someone who literally has the world at their feet was both humbling and inspiring.