CAREERS & EMPLOYABILITY
STATEMENT OF SERVICE

OBJECTIVES

• To enable University of Chester students to leave the University as employable, work-ready, self-aware graduates ready to progress to work or further study – ENABLING STUDENTS
• To develop these qualities through delivery of a wide range of generic and subject-specific services delivered in Careers & Employability, through curricular/academic department content and extra-curricular programmes – DELIVERING SERVICES
• To generate employment opportunities at all levels through effective employer engagement – ENGAGING EMPLOYERS

STAKEHOLDERS

We therefore have three main sets of stakeholders:

• Students and graduates
• Academic departments
• Employers

DEFINING EMPLOYABILITY

Enabling students at all levels of study to leave as employable, work-ready, self-aware graduates requires all our stakeholders to understand what employability means. We define employability with reference to the following key themes, which underpin how we work with all our stakeholders:

Skills

• Specialist skills, e.g. lab work, software programming, musical composition, foreign language fluency
• Transferable skills, e.g. administration, analysis, communication, customer service, delivering, establishing, evaluation, generating ideas, operating, problem-solving, project/people management, raising finance, researching, team-working and more specific skills within these categories
• Careers skills, e.g. CV writing, job search, interview ability, self-presentation, sector research, entrepreneurship, career planning

Knowledge

• Academic knowledge and ability derived from the programme of study
• Additional knowledge derived from other extra-curricular activities, such as volunteering, clubs and societies, employment experience

General Attributes

• Personal qualities, such as independence, imagination, positive attitude, resilience, self-management, autonomy, a ‘can do’ approach, openness to new ideas, drive and motivation, adaptability, confidence, enthusiasm

Work-readiness Attributes

• Including commercial awareness, world awareness, sector/industry awareness, flexibility, reliability, punctuality, professionalism, managing professional relationships

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Self-awareness and the ability to articulate

- Employers need to see evidence from students and graduates that they can identify their skills, knowledge, attributes and work-readiness
- They also need to see that students and graduates understand why all these factors are important in the workplace

Expressing the degree experience

- Being an employable graduate also means being able to identify and articulate what the student has gained specifically from their degree
- A graduate job is one for which a degree is required: which means that there are tangible gains from the degree experience which the graduate will be able to apply in the workplace

DELIVERING SERVICES

We work with our stakeholders to develop student employability through a combination of our own services and work within academic departments.

Our services include:

- Careers information, advice and guidance
- Vacancy advertising
- Enhance Your Employability training on careers and transferable skills development
- Entrepreneurship training and mentoring through the Venture programme
- The Chester Difference Award, an employability award
- Graduate Head Start for unemployed graduates and those not fulfilling career ambitions
- Unijob on-campus recruitment
- Work-Shadowing
- Santander Universities Internship Programme; Santander University Work Placements
- Chester Employability Fund

Our work within departments is embedded in curriculum content and includes:

- Careers skills training
- Career planning
- Inductions and Outductions
- Presentation and Interview practice and assessment
- Embedding employability in activities and attitudes

EMPLOYER ENGAGEMENT

We generate opportunities for our students and graduates through:

- Effective communication with employers about our students and graduates’ profiles
- Effective communication with employers about their needs and expectations
- Collaboration with employers on developing the right employment opportunities for their business, including graduate roles, internships and work-shadowing
- Engaging employers with the University employer and entrepreneurial communities
- Adding value to the employer experience of working with Careers & Employability
- Collaboration with other employer-facing departments