

## Employability

### Careers Advice and Information

In Social Sciences, we strongly encourage you to think about and work towards career opportunities that are best suited to you. The BSc Criminology and Psychology programme will enable you to develop and enhance transferable skills that are highly valued by employers such as critical thinking, report writing, statistical analysis, research, teamwork and problem solving. We work closely with Career Destinations ([www.southampton.ac.uk/careers/](http://www.southampton.ac.uk/careers/)) in order to provide tailor-made employability workshops – sometimes in your compulsory modules – that are intended to support you in your preparation for your future career. With a Social Sciences degree there are a wide range of career opportunities and we provide information on the career paths of graduates of the same or similar degree to you. In addition, we know that many of you will be considering postgraduate study and we run a workshop for all Years 2 and 3 undergraduates which gives you information about postgraduate study (eg advice about applications and funding opportunities). We also organise Career Panels and Talks given by external speakers some of whom may be alumni from your degree programme. These events also facilitate networking opportunities.

Dr Carol Davis, a member of academic staff, is the Social Sciences Employability Co-ordinator. If you have ideas for particular employability events she would be happy to discuss these with you. Please contact her by email: [C.E.Davis@soton.ac.uk](mailto:C.E.Davis@soton.ac.uk). In addition, each programme in Social Sciences has an Employability Co-ordinator (a member of academic staff) who will contact you about relevant events and workshops, training and job opportunities and Carol is also the Employability Co-ordinator for your programme.

There are a wide range of events, workshops, talks and careers fairs that are organised by Career Destinations (see <http://www.student.careers.soton.ac.uk/eventcalendar/>). This includes employer talks, advice on CV and application writing, interview skills and assessment centre practice. There is also a jobs portal (<http://www.student.careers.soton.ac.uk/>) and an excellent careers resource centre in Building 37 and online that are all intended to assist you in your career planning. Appointments with a Careers Adviser are also available. For more information, see the Career Destinations website <http://www.southampton.ac.uk/careers>

Career Destinations also runs the Graduate Passport (<http://www.southampton.ac.uk/careers/passport/>), a personal development programme that aims to enhance your employability skills and help you to reach your full potential. There are over 60 possible activities included in the scheme. There are also many volunteering opportunities available through Career Destinations (<http://www.southampton.ac.uk/careers/volunteering/>) that can enhance your CV and give you valuable experience of working in a particular field.

### Placement and Work Experience Opportunities

In addition to the transferable skills that can be gained through studying for your degree, we also offer a specific employability module, in Year 3 of your degree. This is **SSAS 3001, 'An Introduction to Teaching: The Ambassador Scheme in the Social Sciences'** that involves a placement at a local school or college. While it is particularly beneficial if you are thinking about a career in teaching, it can also help to generally enhance your skills and work experience and give you plenty of examples of using your initiative, teamwork, interpersonal skills and time management that can be helpful for application forms and job interviews later on. In Semester 2, Carol Davis will send round an email to all Year 2 Social Sciences students inviting you to attend a briefing meeting about this module.

There is also the opportunity to apply for one of the placements organised within Social Sciences and to gain academic credit for this through the **Social Sciences Placement** module. Organisations which have offered work experience opportunities linked to this module for approximately one day per week (mainly during term-time) include the Association of Chief Police Officers Criminal Records Office (ACRO), Citizens' Advice Bureau and Community Action Hampshire. The module is designed to provide students with the opportunity to gain an insight into one employment sector, to prepare students for the work experience by consideration of such issues as business etiquette, professionalism, networking and how to get the most out of the experience for your future career; to raise students' self-awareness about your skills and your articulation of them, and to develop or enhance those skills within a professional work environment; to gain an appreciation of the importance of career planning; and to reflect on your placement experience within the framework of career planning.

As part of the Broadening Horizons programme, students can take a module on 'Work and Employment in Theory and Practice' which draws on disciplinary expertise and perspectives from across the University to explore a broad range of concepts and practices related to the world of work, working lives and work organisations. A key component of the module is the employability of students themselves and the module includes the opportunity to benefit from a work placement and integrate this in to the module's assessment.

We recognise the value of placement experience both to enhance your skills and to give you an idea of what it is like to work in a particular sector or specific organisation. The University offers undergraduates **paid placement opportunities** over Easter and summer vacations with a range of national and international employers through its **Excel Southampton Placement programme** (for further details see <http://www.southampton.ac.uk/careers/placements/>). You may choose to arrange your own summer placement although you may find that this is unpaid. **The Social Sciences Employability Award** is a competitive scheme which allows you to apply for funding to support an unpaid placement. The deadline for applications is usually in April each year and information about the criteria for selection, the amount of funding available and the application deadline is sent to all students by email in February.

### Specific Employability Events within the Academic Unit

- Tailormade undergraduate employability workshops and/or talks linked to your programme of study such as drawing your attention to career opportunities relating to your degree.
- Workshops, aimed at Years 1 and 2 Social Sciences students, on Finding Work Experience (in particular information about summer internships). Information about dates will be sent to you by email.
- Workshops, aimed at Year 3 students, on Job Seeking in Your Final Year.
- Workshop for Social Sciences students on 'First Steps in Planning Your Career'.
- A Presentation on Postgraduate Studies for Years 2 and 3 undergraduate Social Sciences students. This includes advice about funding and writing personal statements for postgraduate taught programmes and progression to postgraduate research studentships as well as information on careers after postgraduate studies. Information about dates will be sent to you by email.
- Career Panels and Talks involving Social Sciences graduates. Information about dates will be sent to you by email.
- Many students are interested in applying for the Civil Service Fast-Stream programme and each year Career Destinations and Social Sciences organise a careers talk or panel usually involving Social Sciences graduates who are or have been part of the Fast-Stream programme. This includes information about the Civil Service Fast Stream application process. This is currently being organised for late afternoon on Wednesday 22 October 2014. Further details will be sent by email and will be posted on the Career Destinations Event Calendar. Booking a place on this event will be through the Event Calendar <http://www.student.careers.soton.ac.uk/eventcalendar/>.
- Social Sciences and Career Destinations, in collaboration with Action Hampshire (a leading local Third Sector organisation), are running a training course over two Wednesday afternoons, on 8 and 15 October 2014. The training course, *Getting into a Third Sector Career: Training to Succeed* will be an opportunity to gain invaluable knowledge and experience of how Third Sector organisations fund themselves, manage projects and operate on a daily basis. The course is designed to help students to source opportunities in the Third Sector, and to facilitate students' abilities to market themselves for career opportunities within this diverse sector. It will involve talks, interactive workshops and an opportunity to network with representatives from local Third Sector organisations. Further details will be provided by email. Booking a place on this event will be through the Event Calendar <http://www.student.careers.soton.ac.uk/eventcalendar/>.
- A talk on the Social Sciences Employability Award together with advice about finding your own summer placement.