

FINAL YEAR CAREER PLANNING AND TRANSITIONS

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Career Planning during Final Year

- Reflect on development of personal and professional skills into world of work
- Assessment of needs and priorities
- Considering options available
- Targeted next steps and action planning
- Accessing Careers support, including support after graduating

ASSESSING OPTIONS

- Preparing and applying for the right job – where to find information, who to contact, when and how to apply, deadlines
- Taking time out to explore options further e.g immediately finding a graduate job, gain further experience, earn money through casual jobs, travel, further study or a combination of these
- Postgraduate training, including range of Masters courses – identifying courses, when to apply part time or full time, financial considerations, deadlines
- Going freelance or starting your own business – business plan, enterprise support, practical considerations, business skills
- Combining some of these options e.g work and study or travel and skills development

Positives of Transitions

- Opportunity to discover and explore
- Excitement of new beginnings
- Planning for new experiences
- Making positive decisions about the future
- Possibilities for experimentation and trying things out

What can get in the way?

- Fear of the unknown
- Lack of certainty for the future
- Looking beyond the structure of education
- Pressure to get things right
- Unrealistic expectations
- Comparing to others' goals and achievements

What can assist transitions

- Planning – one step at a time
- Reflection on your own personal goals and needs
- Setting a structure of career planning alongside academic timetable
- Knowing its ok to be uncertain about exactly what you want
- Focus on positives of being curious about the future and adventures ahead
- Access your support networks

Career Options and Labour Market

- What jobs are being advertised in your sector?
- Importance of speculative applications and creating networks
- Use of social media to make connections
- Deadlines and when to apply

Applying for Jobs, Opportunities and Work Experience

- Methods of applications
- Identifying relevant skills
- Contacting employers
- CV's and applications
- Networking
- Confidence in interviews and presentations

Presenting Professional Applications

- Creating a professional summary of why you stand out and key skills you have to offer
- Adaptation to specific industry needs
- Practice in making speculative applications to find out more about options of interest

Evidence

- Documenting and developing evidence of employability through
- Your course
- Interests developed while at university
- Social, communication and team activities
- Work experience and volunteer work
- Additional training and extra curricula activities

Importance of Networking and Experience

- Give you the extra edge in getting the job you want
- Help you decide what you want as well as what you don't want
- Develop your confidence
- Get tips, advice and support from people in the industry
- Have fun finding out what's out there in the world

What are your key Action Points?

- Discuss and write down your Career Action Plan for the next 3 months
 - - Identify Priorities
 - - Specific goals and outcomes
 - - Record results and next steps

Careers Service Resources

Including 'My Career' self assessment
guide

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