

# Step Into... your career



**CAREERS**  
Careers  
Department

December 2023

## Stepping Into Christmas with careers!



*Season's  
greetings  
from us  
to you!*



### How to book an appointment

You can do this through the Careers page on Moodle.

Find a slot that fits with your timetable and fill in the booking details.

You will receive an email to confirm your booking. You can manage your appointment from this email.

Also in this issue:

- Save the date
- Stands in the hall: who is visiting this month
- Step Into your future week
- GVS Volunteering Fair
- Employability Shortages:
- Career of the month: Risk Management
- Job/apprenticeships opportunities

## Wednesday 6 December

Extra careers appointments available with James from C+K. Book via moodle



## Tuesday 12 December

online talk with PWC at 12.40. Join us in the careers library or o

## Tuesday 12 December

Medicine Mock interviews with the University of Lincoln.

## Friday 15 December

One-to-one appointments with Jim Tait from the RAF

## Stands in the Hall: Thursday lunch

## Thursday 14 December

BIMM University, University of York

## Visitors in January will include:

Coventry University, SRUC Scotland's Rural College, Bradford University, University of Liverpool



Ask questions,  
pick up a  
prospectus and  
seek advice!

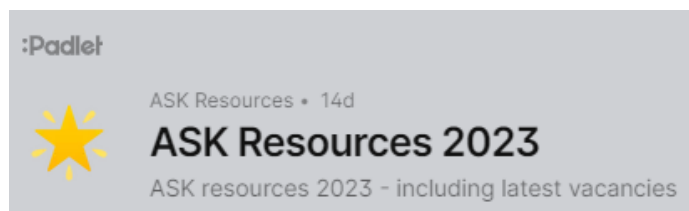


## Success at School – University Guide 2023-2024

[Download your free copy](#)

## ASK Padlet for Apprenticeship Vacancies

[Click here for the latest opportunities](#)



**\*\*This publication has been created by Greenhead Careers Department in good faith. You should ALWAYS do further independent research. \*\***



## Amazon Future Engineer Bursaries

**£5,000 per year for up to four years of study for women studying computer science or related engineering degree courses.**

Apply by 7 May: [raeng.org.uk/afebursary](https://raeng.org.uk/afebursary)

Eligibility criteria applies



## All Students: Greenhead Volunteering Fair Tuesday 16 January

12-2pm in the Hirst Building: volunteering is a great way to support your local community whilst developing valuable employability skills. Come along to speak to a wide range of organisations to find a placement to suit you. Remember, volunteering can count as your enrichment activity. Further information about volunteering can be found on our [GVS Moodle page](#)



## A1s: Step into your Future Week



### A1s Step Into Your Future Week CVs & Application Form:

reminder that all A1 students are required to upload a current CV by 13 December to the [Step into Your Future Week Moodle page](#). The application form to apply will be open from 15-18 January. Use the time now to research a possible career area. Why not book a [Careers Appointment](#) if you need further guidance.



# GVS Volunteering Fair

**Tuesday 16 January 12-2pm**  
**in the Hirst Building - find a placement & support your local community**



# Are you considering a career in optometry?



**Be a Bright Futures Star**

Did you know Specsavers can offer you a bursary whilst you are studying?

One **Bright Futures Star** each year will receive:

- A welcome gift
- £100 worth of vouchers to support their studies
- A part-time role in store with the opportunity of equipment (to the value of £1,000) and graduation support. If you then choose to study Optometry at university, leading to a career with Specsavers.

The **Specsavers Bright Futures Bursary** supports local STEM students through school and on to university.

Visit your local store to find out more.

England and NI | Scotland

Specsavers



## Leeds Conservatoire Summer Academy

We're delighted to announce that bookings are now open for our exciting, week-long [Summer Academy](#) summer school.

Summer Academy is a summer school for students starting Year 13 in September 2024, and runs from **Monday 29 July – Friday 2 August 2024**. There are two strands for students to choose from: [Performance](#) and [Production](#). Each of these strands will include a series of classes, practical workshops and masterclasses with experienced lecturers and industry professionals. It is a fantastic opportunity for students to experience a taste of conservatoire education whilst building confidence, skills and meeting friendly, like-minded creative people.

Students who complete the Summer Academy and go on to successfully apply to an undergraduate course at Leeds Conservatoire will receive a reduction of 8 UCAS tariff points in the UCAS tariff points required for entry.

For students further afield, there is a four-night residential option at nearby student accommodation, [Clarence Dock Village](#). There will also be a programme of evening social activities throughout the week, which will encourage students to relax after each busy day and to get to know their fellow summer school peers.



## Top News for Students

### Subject Spotlight - Public Health & Community Wellbeing

Assistant Professor Andrew Hart

Public health is the science and art of preventing disease, prolonging life and promoting health. We are facing an increase in many preventable illnesses and there is an urgent need to tackle them. The [BSc \(Hons\) Public Health and Community Wellbeing](#) is a programme that equips students with the skills and understanding to make a positive difference to the health and quality of life of people and their communities. The programme includes a work placement and students have the opportunity to work alongside experts in the field and develop their own area of specialism. The programme pays particular focus to employability supporting students to think and work on employability starting from the day of induction into the course through to the last year of study.

Recent graduates of the programme have been successful in gaining jobs such as: health advisor; project worker (drugs and alcohol); homeless support worker; hostel manager; antenatal inclusion worker; public health officer (local authority); CEO of a housing organisation.

Other graduates have gone on to study at postgraduate level: MA Social Work; MSc Psychology; PGCE (teacher training); MSc Public Health; PhD.

The programme is taught by a team of health experts with research and teaching experience in areas including public health, epidemiology, social work, sociology, and psychology. The academic team includes active researchers and students have the opportunity to be involved in some of this research. Examples of current research projects include children's screen time, sleep, and physical activity; pre-eclampsia and eclampsia; maternal health issues; Born in Bradford; domestic violence; long term health conditions; mental health and wellbeing; smoking cessation; substance misuse; leisure services; contraceptive use; fertility awareness.

## Come and admire our 24 Christmas career themed angels!





# CAREER OF THE MONTH

## Risk Manager

<https://www.prospects.ac.uk/job-profiles/risk-manager>

Average salary (per annum) £21,000 - £80,000 Salaries vary depending on the sector, level of responsibility and location.

Typical working hours 9.00am – 5.00pm

### What is a Risk Manager?

The world is a risky place with dangers and hazards everywhere, in this profession you would be identifying and assessing threats and putting plans in place for if things go wrong.

### Areas of risk management

- Business continuity
- Commodity (buying and selling)
- Corporate governance
- Enterprise risk
- Environmental risk
- Financial risk
- Information and security
- Insurance, market and credit risk
- Regulatory and operational risk
- Technology risk

### Some common responsibilities

- Plan, design and implement processes
- Evaluating risk against costs, legal requirements, environmental factors
- Reviewing risk policies and conducting audits of policy and compliance
- Reporting risk in an appropriate way for different audiences
- Establishing the level of risk organisations are prepared to accept
- Provide support, education and training to staff

Specific tasks will vary considerably depending on the area you work in and how specialized your role is

### What Skills do you need

- Analytical thinking, thorough and a good eye for detail
- Excellent verbal communication, interpersonal and presentation skills
- Persistence and motivation
- Resilience and the ability to work under pressure
- Technical, numerical and commercial acumen
- The ability to think on your feet and work proactively to suggest change and improvement

### What to do to get into this career

2-3 A Levels leading to a relevant degree course.

Apprenticeships are available at various levels

Bachelors degree in a accounting, engineering, economics, IT, law, business, maths, risk management, science

Graduate training schemes are available. Postgraduate quals not essential, but useful



# SKILLS SHORTAGES ACROSS WEST YORKSHIRE

Local context ([West Yorkshire Local Skills Improvement Plan](#))

Sector	Skill Shortage jobs
<b>Health and Social Care</b>	Registered nurses, midwives, health visitors, allied health professionals (especially radiography) children's services and social care
<b>Engineering and Advanced Manufacturing</b>	Production operatives, maintenance engineers, metal fabricators, electrical engineers, CNC (Computer Numerical Control) machinists
<b>Financial and Professional Services</b>	Bookkeeper/accounting clerk, office administration, Accounting is the highest in demand skill on job postings
<b>Digital and Technology</b>	Software developers, programmers, could an data science roles, research and data analysts.
<b>Creative Industries</b>	Production, VFX, games and animation. Copywriters, creative design roles, production management, editor, accountants, line producers, series producers, first assistant directors, storyboard artists, animators and general coders
<b>Construction</b>	Civil engineers, quantity surveyors, electricians. Professional and technical trades

## Skills gaps and needs

- ❖ Persistence
- ❖ Digital Skills and data analytics
- ❖ Management and Leadership
- ❖ Emotional Intelligence
- ❖ Resilience
- ❖ Communication, timekeeping, teamworking
- ❖ Project management
- ❖ Career specific technical skills
- ❖ Basic business skills



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# Job search information

Check out some useful resources on:

**Government apprenticeship search site** <https://www.gov.uk/apply-apprenticeship>

**Amazing Apprenticeships** <https://amazingapprenticeships.com/live-broadcasts/>

**Rate My Apprenticeship** <https://www.ratemyapprenticeship.co.uk/>



**C&K Careers** share vacancies on their facebook page <https://www.facebook.com/ckcrecruitline/>

## websites for job searching:

[www.getmyfirstjob.co.uk](http://www.getmyfirstjob.co.uk)

[www.indeed.co.uk](http://www.indeed.co.uk)

<http://www.do-it.org> (volunteering opportunities)

[www.kirklees.gov.uk](http://www.kirklees.gov.uk)

[www.fish4.co.uk](http://www.fish4.co.uk)

Check out the Careers page on Moodle for more useful websites

- Start putting together a CV.
- Send out or hand out your CV speculatively to local employers.
- Look out for seasonal work in shops, cafes, pubs and restaurants for example.
  - Vacancies often advertised on social media.
- Create a profile on job search sites. We have information about applying for jobs in the Careers Library.
  - Ask friends and family – it is often who you know!
- We highlight local & national vacancies/apprenticeships and advertise on Teams Announcements and the Careers Noticeboard Live! On Moodle. Make sure you are checking these regularly

Here are some apprenticeship vacancies advertised on <https://www.gov.uk/apply-apprenticeship>

**Media Sales Degree Apprenticeship with R.F. Publishing Ltd**

<https://www.findapprenticeship.service.gov.uk/apprenticeship/1000215728>

**Digital Marketing Degree Apprenticeship with R.F. Publishing Ltd**

<https://www.findapprenticeship.service.gov.uk/apprenticeship/1000214716>

**Various Degree Apprenticeships with Morrisons:** <https://www.morrisons.jobs/early-careers/apprentices>

**Various Degree Apprenticeships with MOTT MACDONALD Ltd:** <https://www.mottmac.com/careers/search>

**Civil Engineer Degree Apprenticeship with STANTEC UK LTD**

<https://www.findapprenticeship.service.gov.uk/apprenticeship/1000213139>

**Materials Science Management Degree Apprenticeship with Ibstock Plc**

<https://www.findapprenticeship.service.gov.uk/apprenticeship/1000214943>