WHERE WILL YOUR PLACEMENT TAKE YOU?

The Careers and Employability Service offers a range of opportunities and experiences to support you on your career journey. Whether you are looking to enhance your employability skills, explore different career options, or gain valuable work experience, we have a variety of placements and work-based learning opportunities available.

If you have any questions, want to talk through the process, get help with any of the paperwork or want to review the skills and attributes that you have developed while on placement, you can:

- Drop into the Careers and Employability Hub
- Book an appointment to see an adviser from the Careers and Employability team either through your faculty office or through the Careers and Employability Hub in Roland Levinsky Building
- Email as follows:
  - Faculty of Science and Engineering and Faculty of Health and Human Sciences: placements@plymouth.ac.uk
  - Faculty of Business: fobplacements@plymouth.ac.uk
  - Faculty of Arts and Humanities: FoAplacements@plymouth.ac.uk
- Call the Careers and Employability Service on: 01752 586007/587456
- Check out the Plymouth University website, which has more detailed information and will give you access to Career Navigator, our online careers portal: https://www.plymouth.ac.uk/employability
YOUR PLACEMENTS AND WORK BASED LEARNING EMPLOYABILITY JOURNEY

Work experience is highly valued by graduate recruiters and the opportunity to undertake a placement or work based learning module is a vital way in which our degree programmes can make a contribution to the acquisition of graduate employability skills by our students. Many courses at Plymouth University provide the option of a placement or work based learning.

WHAT ARE THE BENEFITS OF A PLACEMENT OR WORK BASED LEARNING?

A placement year or work based learning provides a valuable opportunity to:

• Gain greater self-confidence
• Critically reflect and develop
• Prepare for your final stage studies
• Consider your career development and start to think about employment
• Apply knowledge gained during the first part of your degree programme
• Develop key graduate attributes and standards appropriate to your career objectives
• Acquire further programme relevant practical skills, knowledge and experience
• Gain an insight into the world of work, particularly work settings and culture
• Acquire further programme relevant practical skills
• Gain an insight into the world of work, particularly work settings and culture
• Gain an insight into the world of work, particularly work settings and culture

PROGRAMMES THAT INCLUDE PROFESSIONAL PRACTICE AND ACADEMIC PARTNERSHIP COLLEGES

Where work placements are a compulsory requirement of practice and study, and are integrated into the course structure such as education, medicine, dentistry, healthcare or social work, placements are administered and managed by the relevant schools and different arrangements, processes, time frames and protocols will apply from the information provided here. See the relevant course pages for more details.

The full support of the Careers and Employability service, including access to workshops, on line resources, careers events, interview advice and guidance is available to all students going on placement from these courses, however please check the preceding advice given to you by your faculty placement team and academic staff for these courses. Similarly placements undertaken by students in partner colleges follow the guidance of the partner college.

A placement year or work based learning provides a valuable opportunity to:

• Gain greater self-confidence
• Critically reflect and develop
• Prepare for your final stage studies
• Consider your career development and start to think about employment
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STAGE 1

What are the benefits and value of undertaking a placement?

Exploration

• Who are the Careers and Employability Service? What is our offer to students and how can you access our service?
• Understand how placements, PPL and WBL can enhance employability
• Employment practices and perspectives on the value of WBL opportunities

Lead

• Responsibility/self-management
• Reflection
• Motivation
• Personal development

Placement and Employer Liaison Adviser from the Careers and Employability Service.

Choosing the right placement

• What do you expect from your degree?
• Why did you choose a degree with a placement?
• Making informed decisions: understanding why self awareness is valued by employers and how it influences career choice
• What can you do now to prepare for Stage 2?

Lead

• Expectation management
• Responsibility/self-management
• Reflection
• Motivation
• Personal development

Careers Adviser from the Careers and Employability Service.

STAGE 2

PLANNING AND COMPETING

Preparing for Interviews and Assessment Centres

• Pre-recorded video interviews, Skype, telephone and formal panel interviews
• Interview practice tailored to subject area

Lead

• Reflection
• Evidencing attributes, skills, knowledge and competencies
• Responsibility/self-management
• Reflection

Careers Adviser from the Careers and Employability Service.

Placement Approval and Procedures

• Paperwork/Procedure/Moodle Financial costs/DAS/Health and Safety Module
• Evidencing your student journey using FolioBeep

Lead

• Reflection
• Evidencing attributes, skills, knowledge and competencies
• Responsibility/self-management
• Reflection

Careers Adviser from the Careers and Employability Service.

STAGE 3

COMPETING AND TRANSITION

Final Placement Skills Review

• Reflect upon your experiences in the workplace and how the learning above can be used to highlight graduate attributes, skills and knowledge and competencies

Lead

• Reflection
• Critical thinking/analysis
• Adapting to new roles and responsibilities
• Positive role models
• Understanding how the outside world views you
• Appropriate evidencing of attributes, skills, knowledge and competencies
• Developing professionalism
• Responsibility/self-management
• Aspiration, motivation and goal setting
• Transition skills

Careers Adviser from the Careers and Employability Service.

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