



**Careers  
& Employment**  
Forward thinking

# Employability Community and Youth Work

Professional skills

Part of the



# Fieldwork Placements ...

- Fieldwork practice is integral to the Community Development and Youth Work, and Youth Studies Programme.
- It is essential that students have the opportunity to develop national occupational competences as youth workers and community development practitioners.
- It is essential students have the opportunity to develop as informal educators and facilitators of group work, in line with the values and principles that underpin community development and youth work.
- The programme provides students with opportunities to relate and develop the connections and relationships between theory and practice through concurrent fieldwork practice experiences: a concept referred to as praxis.

# Fieldwork Practice ...

## BA (Hons) Community Development and Youth Work (ESB and NYA professionally endorsed)

### Fieldwork Placements:

- HE4: 190 hrs
- HE5: 275 hrs
- HE6: 335 hrs
  - HE6 includes an Action Research Project for your Placement Agency

## BA (Hons) Community Development and Youth Studies

### Fieldwork Placements:

- HE4: 100 hours
- HE5: 100 hours
- HE6: Dissertation
  - HE6 - no field work placement

- Fieldwork practice creatively challenges and stretches students - exposing them to new demands, tasks and roles within an agency environment which provides structured support and is sympathetic to the training and learning needs of students.
- Students will be expected to demonstrate they have and can work with a range of projects in appropriate community development and youth work settings



## What is employability?.



$$\text{Employability} = Q + WE + S \times C$$

Employability = Qualifications + Work Experience + Skills X Contacts

*Paul Redmond Hd. of Careers University of Liverpool*

Survey of 500 directors across sectors when recruiting, 64% said graduates employability skills were more important than specific occupational, technical or academic skills associated with the graduate's degree

## Top skills and abilities

*What do you think are the most common skills employers look for?*

- Teamwork
- Problem solving
- People Management
- Ability to plan and organise
- Decision making
- Communication skills
- Assertiveness and influence
- Digital skills
- Emotional Intelligence
- Critical Thinking

## Skills needed....

# Top 10 skills

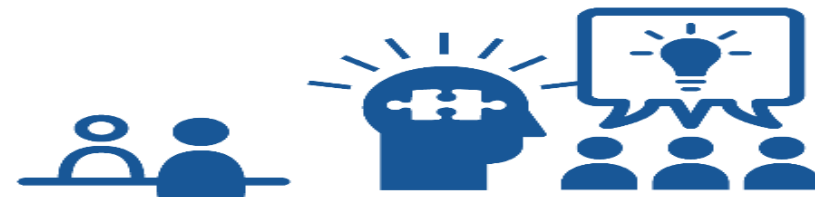
### in 2020

1. Complex Problem Solving
2. Critical Thinking
3. Creativity
4. People Management
5. Coordinating with Others
6. Emotional Intelligence
7. Judgment and Decision Making
8. Service Orientation
9. Negotiation
10. Cognitive Flexibility



### in 2015

1. Complex Problem Solving
2. Coordinating with Others
3. People Management
4. Critical Thinking
5. Negotiation
6. Quality Control
7. Service Orientation
8. Judgment and Decision Making
9. Active Listening
10. Creativity



Source: Future of Jobs Report, World Economic Forum



## Making the most of your placement

It is important to remember that any work experience can lead to a **job opportunity**, you need to set a **good impression** from the very start – look for opportunities to prove yourself

**Prepare** – what are your skills and what skills do you need to work on. Make it clear that you are eager to take on extra responsibilities, such as managing your own project

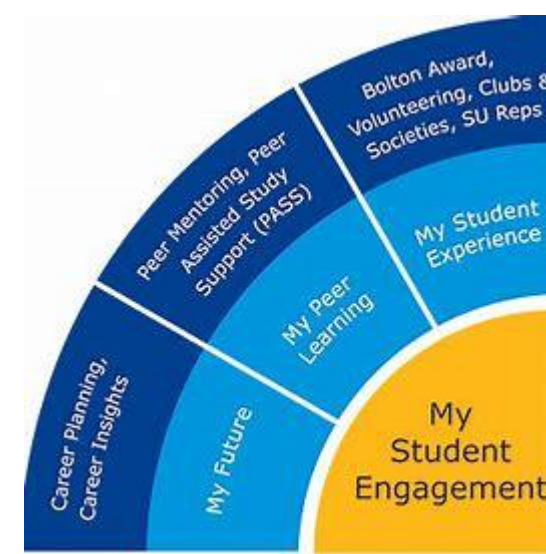
Think about how you can **improve the organisation** on a micro level e.g. refine a process or improve efficiency (can you offer a solution)

Keep a log of your placement – record tasks, responsibilities and achievements. You can then include this in your CV and covering letter

**Seek constructive feedback**

**Self-reflection**

# Opportunities at UoB



**BOLTON** | Love  
**SU** Student  
Life.



 **Future Learn**







## StudentHub

[StudentHub](#) [Opportunities](#) [Organisations](#) [Events](#) [Appointments](#) [Activities](#) [Resources](#) [Ask a Question](#)

1

Chris ▾

### Search Opportunities

[Bookmarked Opportunities](#)

Keywords

*e.g. Graduate, Analyst, Intern...*

Opportunity Type

Any ▾

Location

*e.g. London, Greater London, United Kingdom*

▾ More Search Options

Search

### What's on offer?

Appointments



Workshops and Events



Interactive Resources



# Career Tools

University of Bolton

https://bolton.careercentre.me/Members

University of Bolton  
Teaching Intensive, Research Informed

Dashboard Career Assessments Career Advice **Career Tools** Jobs

**THE VALUE OF STORYTELLING**

We might not always be aware of it, but we tell stories all the time. Whether we are telling someone what we did over the weekend or explaining how we came up with a certain idea for a project, we use storytelling to share our emotional experiences and know...

**CV 360**  
Score your CV against 50+ checks

**CV Builder**  
Create an expert CV based on employer requirements

**Cover Letter Builder**  
Create a compelling cover letter quickly & easily

**Elevator Pitch Builder**  
Create a 60-second summary about you to engage your listeners

**Interview Simulator**  
Browse the most important interview questions & take a mock interview

**Assessment Centre Tool**  
Find out everything you need to know about assessment centres

**Aptitude Tests**  
Practise numerical, verbal, logic, diagrammatic, critical thinking & e-tray tests

**LinkedIn Networking Tool**  
Research companies by location & access LinkedIn profiles for employees

**PERSONAL PROFILE**

A personal profile - the chance to make or break your application by the person reading your CV

**Welcome Chris**

**LATEST NEWS**

**Job announcements for August week 3...before**  
19 Aug 2020  
If you intend to approach a company directly for an employment opportunity...

Job Searches Run: 10  
Jobs Viewed: 3

Search for e-learning content

https://bolton.careercentre.me/WebControls/Navigation/#

Type here to search

16:30  
20/08/2020

# Workshops

Your Future in Teaching (Understanding the Routes)

Preparing for the Careers Fair

Considering postgraduate study?

Your Presentation – Tips for Success

Volunteering ... How can I get involved?

Preparing for the Careers Fair

Your CV ... Quick Fix for CVs and Covering letters <https://studenthub.bolton.ac.uk/students/events>

Your Job Search ... How to find and apply for graduate schemes.

Career and Opportunities Fair

Your Interview ... Tips for Success

Your Application ... How to write effective applications.

Your CV ... Quick Fix for CVs and Covering letters

Volunteering ... How can I get involved?

Your Job Search ... How to find and apply for graduate schemes.

Your Network ... Using Social Media to find a job

# Networks and contacts

**LinkedIn Learning**



**LinkedIn video and handouts**



**Job/Employer search**



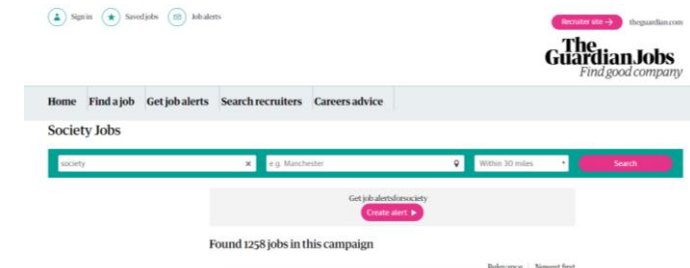
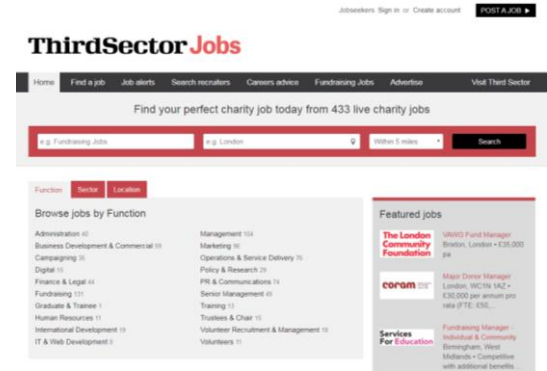
## Research employers

- Local authorities, including the Integrated Youth Support Services (IYSS)
- Schools and colleges
- Housing associations
- Churches and community or faith groups
- Drug and alcohol services
- Youth Offending Teams (YOTs)

# PROSPECTS



jobs**go**public





# What is the Bolton Award?

An employability programme designed to give you **work experience and develop soft skills** that employers crave.

You can start at any time in the year, whether you are a first year undergraduate or a PhD candidate!

You can **complete it at your own pace**. Whether it takes three months or three years, it's your choice!



## Additional Benefits

- Earn £50 in your second year and £75 in your third year if you complete the Bolton Award!
- Helps you to explore your personal career goals and develop crucial employability skills
- Boosts your CV
- Gives credit to all of the work you are currently doing!

Telephone: 01204 903423

Email: [BoltonAward@bolton.ac.uk](mailto:BoltonAward@bolton.ac.uk)



# Some positives for the future



MANY JOBS PEOPLE SAID  
COULD NOT BE DONE FROM  
HOME, WILL BE PROVEN  
THEY CAN BE



FLEXIBLE WORKING WILL BE  
SEEN AND APPRECIATED AS  
EQUALLY VALUABLE



LESS NEED TO TRAVEL FOR  
WORK, GIVING PEOPLE  
MORE TIME AND HAVE A  
HUGE POSITIVE  
ENVIRONMENTAL IMPACT



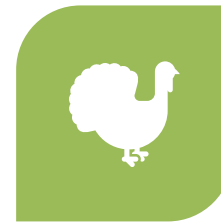
WE ALL NOTICE AND TAKE  
MORE CARE OF ONE  
ANOTHER'S PHYSICAL AND  
MENTAL HEALTH AND WELL-  
BEING



WE ALL RECOGNISE THE  
VALUE OF OUR TIME, WORK  
MORE EFFECTIVELY AND  
CREATE TIME FOR THE  
THINGS THAT REALLY  
MATTER TO US



THE VALUE OF CAREERS WILL  
BE RE-EVALUATED  
ACCORDING TO THEIR VALUE  
TO SOCIETY, RATHER THAN  
BY SIMPLE FINANCIAL  
RETURN



WE WILL BE MORE  
THANKFUL FOR THE THINGS  
MANY TOOK FOR GRANTED  
LIKE INCOME, JOB SECURITY  
OR ANNUAL LEAVE



WE WILL BE MORE KIND  
AND UNDERSTANDING THAT  
WHILST WORK IS AN  
IMPORTANT AND  
MEANINGFUL PART OF LIFE,  
IT IS ONLY ONE PART OF IT

## What can I do?

- ✓ Register with Studenthub
- ✓ Update contact details after graduation

<https://studenthub.bolton.ac.uk/students/login?ReturnUrl=%2f>

<https://www.youtube.com/watch?v=Jgf1HxIIZF8>

- ✓ What can I do with my degree?
- ✓ Bolton Award - Bulletin
- ✓ Register with relevant Recruitment Agencies
- ✓ Support from the Careers Team
- ✓ LinkedIn
- ✓ Research Youth and Community sector



**Make Contact**

## **Careers Service**

Tel: 01204 903080



Access Full & Part Time Vacancies, Work Experience Opportunities, Book Careers Appointments and book onto workshops. Look at up and coming events!!

**Connect with us on LinkedIn: Careers Service The University of Bolton**

**Email: [studenthub-careers@bolton.ac.uk](mailto:studenthub-careers@bolton.ac.uk)**