

Fresh thinking.
Employer
Engagement



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Welcome to our Employer Engagement brochure which has been produced to provide information about the various ways in which you can engage with the University of Southampton and our students/graduates.

As a member of the Russell Group, the University of Southampton is one of the top 15 research universities in the UK and consistently achieves high scores for its teaching and learning activities. We offer a huge range of services for businesses of all sizes and types. From leading-edge research and consultancy to first-rate testing facilities, we are a major driver of innovation with the R&D undertaken by our academics, students and alumni making us a magnet for wealth creation.

However, if you have not worked with us previously, you may be wondering how any of this knowledge and expertise could be of benefit to you and your business. Hopefully this brochure will go some way to answer that question. Whether you are a large corporate or a local SME, there are numerous opportunities for you to raise your company's profile on campus; seek students to assist with a bespoke project; identify talent at one of our fairs or participate in one of our workshops or panels. By engaging with us you will significantly assist the development of our students into high calibre graduates, thus giving them the skills to be better employees.

I very much hope that, as you read through this brochure, you will find something of interest that could provide tangible benefits for your company and give you the opportunity to engage in ways you may not have previously considered.

Ann Cooper

Employer Engagement Manager
Career Destinations, Student Services

Career Destinations

The University of Southampton careers service is known as Career Destinations. Collaborating with university careers services provides the closest access to students. We want as many of our students as possible to achieve their career ambition and you want the best future talent to join your organisation. With this in mind, we will be more than happy to help you reach your recruitment objectives or raise your profile on campus.

We know that some companies choose to target a specific subject of study or want to work with a particular faculty. Our Career Practitioners work extremely closely with our faculties to develop and deliver bespoke career support throughout the year with which you may wish to engage.

Within the service we have a dedicated Employer Engagement team who specialise in supporting employers through on campus events; developing placement opportunities and organising centrally run careers fairs. They are focussed on giving you the best possible service and will assist in linking you to faculties or connecting you directly with our student community.

Whilst most universities follow a similar cycle, there are differences between each institution. We are a progressive service, open to new ideas and continually seek creative ways in which to engage our students with prospective employers. If you let us know what you're hoping to achieve, we can advise on how to succeed at the University of Southampton. Collaborating with Career Destinations will enable you to tap into our knowledge of on campus promotions, the best ways to reach our students, as well as our experience of working in partnership with businesses and organisations of all sizes and from all sectors.

More than **100 Employer** events were organised with Career Destinations during 2013/14.

280 Exhibitors will attend our Careers Fairs in 2014/15, engaging with **5,000+ students**.

“We would like to offer all University of Southampton students the opportunity to gain work experience and would welcome the prospect of collaborating with you.”

Nicky Passmore,
Director of Student Services (acting)



Activities
1. New business plan
2. Marketing strategy
3. Customer service
4. Sales and marketing
5. Financial plan



IT, Science & Engineering Fair 2013

Careers Fairs

Our fairs are held throughout the academic year and attended by many employers from a wide range of sectors. They provide the ideal platform for discussing placements, internships and graduate recruitment opportunities with our students.

The fairs are extensively promoted on campus to large numbers of motivated students who are seeking to understand the job market and get ahead in planning their future career.

Benefits:

- ➔ Meet high calibre undergraduate and postgraduate students face-to-face
- ➔ Promote recruitment opportunities to a targeted audience
- ➔ Raise your company brand and profile with potential applicants
- ➔ Build a talent pool of candidates to meet your current and future resource requirements
- ➔ Network with other organisations and University academics

What's included:

- ➔ Stand space with 1 table and 2 chairs
- ➔ Power point/s
- ➔ Wi-fi access
- ➔ 100 word profile in the Fair brochure
- ➔ 2 lunch vouchers for exhibitors (redeemable on campus)
- ➔ An exclusive invitation to the Networking Breakfast (held from 9.30am - 10.30am on the morning of the Fair)
- ➔ Opportunity to host an hour-long CV feedback session, increasing 1:1 time with our students
- ➔ Tea, coffee and water available throughout the day
- ➔ Car parking permit for one vehicle
- ➔ Courtesy shuttle bus from the car park to the event venue and return

Business Fair: 21 October 2014

Our Business Fair incorporates business, finance and management and is a highly successful event, appealing to students who are considering a future in one of these professions. This year, we are inviting third sector organisations to participate, demonstrating that charities too require a variety of professionals to plan and manage their business. This combined event will result in over 100 exhibitors offering extensive opportunities to students.

Information Technology, Science and Engineering Fair: 22 October 2014

This established recruitment event continues to be essential to students or graduates interested in a career in these sectors. This prestigious and well regarded event provides students with an opportunity to meet over 100 employers promoting their graduate vacancies and internship programmes for 2015.

Careers and Placements Fair: 3 March 2015

This new Fair replaces the Graduate Recruitment Fair (historically held in June) and will appeal to graduate recruiters and local SMEs alike. The Careers and Placements Fair provides the opportunity for 70 organisations to raise their profile and connect directly with students who are seeking graduate opportunities or work experience placements.

93% of our graduates are in **full time employment** or further study (DLHE Survey 2013)

How to Book

To register your interest in our future fairs and for more information, please email us at employ@southampton.ac.uk. We will hold your details and inform you when the booking process opens for each fair.

If you are interested in sponsoring one of our fairs please email us with your request.

As a sponsor you will receive a number of benefits including prominent location; advertising space; brand promotion and much more.



“J.P. Morgan is proud to have sponsored a fair at the University of Southampton. We believe that students aren’t solely defined by their degree. Their experiences, talents and passions have all shaped who they are and we’re interested in that other side of them as well. Students who join us will help shape the future of one of the most respected financial institutions in the world.”

Julie Brooke
J.P. Morgan

On campus Events

We offer a range of services designed to enable organisations of all sizes to raise their company profile, promote their recruitment opportunities and engage with our students and graduates. Our events are open to all students regardless of academic discipline or level of study and we encourage undergraduates and postgraduates to attend our events. However, for employers wishing to target a particular academic discipline or year group we can work with our contacts across campus to help market the event to relevant students.

Events and workshops:

Our series of daytime events and workshops provide a platform to profile your organisation while cultivating our students' employability qualities and allowing them to benefit from your company's experience. These sessions generally take place on campus within our lecture theatres and are free of charge.

Formats can include:

Presentations

Raise the profile of your company, your recruitment process and career opportunities by presenting to a group of students who have specifically signed up to listen to what you have to say. (Please note that evening presentations incur a hospitality charge.)

How to get into...

Give students an insight into opportunities within your company or employment sector.

How to survive the selection process

Help our students understand what will be expected of them during the recruitment process and how to be successful candidates in a competitive market.

Interactive employability skills workshops

Promote the skills or values essential to your company. Examples include leadership skills, networking skills and presentation skills.

CVclinics

Held on a one-to-one appointment basis. Each 20 minute session allows individual interaction with a student looking to gain feedback on their CV.

Mock assessment centres

Enable students to experience tests utilised by graduate recruiters. These sessions also allow you the opportunity to test out new exercises that you may be looking to use in future assessment centres.

Mock interviews

On a one-to-one basis, these can be independent events, or take place before or after a skills workshop which would maximise time on campus whilst increasing awareness amongst students.

Mock telephone interviews

These can take place on campus or from your company location.

If you would like to find out more about our events and workshops or have other ideas for an ad hoc event you would like to explore, please contact us by emailing employ@soton.ac.uk or calling **023 8059 3501**. Registration is free and further information can be found by visiting our website



Employer Portal Vacancy Advertising

Whether you are a private, public or third sector organisation, we can work with you to raise your organisation's on campus profile, promote recruitment opportunities and help you to engage directly with our student and graduate community.

One of the ways that we support businesses looking to recruit students and graduates is via our Employer

Portal. The portal allows businesses to input relevant vacancies and communicate with our student body of over 24,000 undergraduates and postgraduates.

The Employer Portal enables our current students and alumni to view and search our vacancies by preference, and you can edit and remove vacancies as required.

Promotional Opportunities

Sponsorship is a great way to increase your profile among our student population. It demonstrates that you are a committed employer who is willing to invest in future talent. We have a number of sponsorship opportunities available from sponsoring one of our fairs, as mentioned earlier, to sponsoring an award for the Excel Southampton Placement Programme.

You could even sponsor this brochure or 'Ignite Your Ambition', our student Careers & Employability Guide.

If you are interested in knowing more about the various opportunities available to you please contact us.

Excel Southampton Placement Programme

The Excel Southampton Placement Programme specialises in providing professional support, for local and national SMEs and third sector organisations, seeking to recruit students for 4-12 week internships during vacation periods. We work with organisations of various sizes, across all business sectors, whether you have previous experience of setting up student/graduate placements, or require assistance with developing your first opportunity.



Appointing someone from the University of Southampton will enable your company to enjoy a number of benefits including:

- ➔ Having high calibre students from a leading Russell Group University
- ➔ Exploring fresh approaches to your business needs through enthusiastic students
- ➔ Capitalising on theoretical knowledge that can assist your business
- ➔ Enjoying an additional resource providing dedicated time to a specific project

At the University of Southampton, we recognise that enhancing our students' employability is key to the success of our graduates. By providing a worthwhile project that offers good work experience, you will enhance their CV and help to support their long term career goals - possibly assisting them in securing their first graduate job. In recognition of this, we will provide shared funding for all placements.

Third sector organisations can also benefit from total funding for 4 week placements.

The Excel Southampton Placements team is on hand to give help and advice whenever required:

- ➔ There are no marketing or recruitment costs
- ➔ Positions are marketed directly to our student population
- ➔ Applications are sifted and a shortlist of prospective candidates is forwarded for you to review, prior to interview and appointment

“My Excel Southampton placement was a fantastic opportunity to learn about the world of work, gain solid experience for my CV and build confidence in myself. My role was varied, I learnt a lot and I now have solid work examples to mention in job applications and at interviews.”

Fiona Clabon

BA Graphic Design (2013)

Excel Placement – Arts Project Assistant, A Space Arts (artist development organisation)

Excel Southampton Awards

Our Awards ceremony is held in the early autumn and provides the opportunity for us to recognise the contribution made by both students and host employers during the Easter and summer vacation periods.

Awards categories, based upon the University's values of Excellence; Creativity; Community and Integrity, as well as an Outstanding Achievement Award, enable us to highlight the significant contribution our students make to participating organisations of the Excel Southampton

Placement Programme. Whilst spaces are limited, to those companies participating in the programme and their students, there are a number of places available for other organisations who may be interested in attending.

For placements embedded in courses, a year in industry or other longer term placements, we can connect you to a specific faculty or academic unit as appropriate. We are always open to considering possible placements that are to the benefit of our students and would be happy to discuss the opportunities you have available.

Case Study

Amy Hearst

SEPnet – Placement, Selex ES

Role: Characterising a wet etch process in infra-red radiation detector fabrication.

Q *What did your job entail?*

Familiarising myself with the manufacturing processes and lab equipment. Experimenting in the cleanroom in order to produce a robust wet etch process. Analysing data and presenting my findings to the process engineers.

Q *Describe a typical day:*

I spent around half the day doing practical work in the cleanroom. I would then process my data in the office and meet regularly with my supervisor to talk about the results. There were inductions into the company, weekly lunchtime seminars with guest speakers, and I attended group meetings to discuss my progress.

Q *Why did you decide to do a placement?*

To gain an insight into industry and to find out if a career in a scientific field was for me. Having work experience is also a major benefit when applying for jobs.

Q *Would you recommend doing a placement?*

Yes, I really enjoyed my time. I feel less daunted about choosing a career and have a good understanding of my capabilities.

Q *What are your next steps?*

I have accepted an offer of a graduate engineer position at Selex ES.

SEPnet
South East Physics Network



Case Study

Ryan Fung

2nd year, MEng

Web intern, Mayflower Theatre and Web intern, Business Ethics and Environment Students programme (SUSU)

Work experience

“I welcomed the opportunity Excel gave me to get some work experience for my CV. I was unsure about my future career, and because most engineering placements are for final year students, the alternative scheme from Excel provided me with the opportunity to try different job roles while gaining valuable experience.

Communication and independence

“My work at the Mayflower Theatre involved designing an app and other web-based projects; at SUSU I worked on a social media campaign and website for the Business Ethics and Environment Students (BEES) programme. In both cases, I learnt how to explain what I was doing without technical jargon to colleagues with less web experience. Communicating well with my colleagues was central to both placements.

“Working in an office environment 9-5 and learning to work independently was an enjoyable experience. I had to learn how to approach challenges and manage my own workload, with support from my manager. I also had to fit my work at SUSU around my university commitments, ensuring that everything was completed on time.

Application process

“The process of finding and applying for Excel placements was clear and straightforward. This made it easy to find opportunities that suited me. Documents from Career Destinations on preparing for interviews were especially useful. I was surprised that interviews often covered information already provided on my CV and it was good to be ready for that.”

The logo for Mayflower Theatre, featuring the word "Mayflower" in a bold, black, sans-serif font above the word "Theatre" in a smaller, red, sans-serif font. The logo is set against a white rectangular background.

Mayflower
Theatre

On campus Engagement Year at a Glance

AUTUMN TERM: 25/09/2014 - 13/12/2014

SPRING TERM: 05/01/2015 - 21/03/2015



Career Mentoring
Training and Induction of new Career Mentors



Starting Point Talks:
 → How To Get Into...
 → How To Survive The Selection Process...
 Skills Workshops:
 → Mock Assessment Centres
 → Mock Interviews/CV Clinics
 → Career Panels
 → How To Succeed At...
 Company /Organisation Presentations:
 → What's It Like To Work For...



Enterprise Cafe – speaker and coaches
 Dynamo Challenge
 Global Entrepreneurship Week
 Recruitment and Induction of Business Mentors



Business Careers Fair
 (Business, Finance, Management & Charity)
 ITSE Careers Fair
 (IT, Science & Engineering)
 Biological Sciences Careers Fair
 Civil Engineering SUCCESS sponsors Careers Fair
 Health Sciences Employability Week and Careers Fair
 Law Careers Fair
 Geography Employability Week



Presentations on Graduate Internships

Career Mentoring
Training and Induction of new Career Mentors

Starting Point Talks:
 → How To Get Into...
 → How To Survive The Selection Process...
 Skills Workshops:
 → Mock Assessment Centres
 → Mock Interviews/CV Clinics
 → Career Panels
 → How To Succeed At...
 Company/Organisation Presentations:
 → What's It Like To Work For...

Enterprise Cafe – speaker and coaches
 Dynamo Challenge
 Global Entrepreneurship Week
 Recruitment and Induction of Business Mentors

Careers & Placements Fair
 Biological Sciences Careers Fair
 Electronic & Computer Sciences Careers Fair
 Institute of Sound & Vibration Research Careers Fair
 Ocean & Earth Sciences Careers Fair
 Winchester School of Art Careers Fair

Excel Southampton Placements (Easter)
 Excel Southampton Placements (Summer)
 Student Consultancy Programme

EXAMS: 12 – 23 January

CHRISTMAS

Colour Key



Career Planning Session



Careers Fair



Employer Activity



Placement Opportunity



Enterprise Event

Planning Ahead

SUMMER TERM: 20/04/2015 - 13/06/2015

SUMMER VACATION: 14/06/2015 - 23/09/2015

Career Mentoring
Training and Induction of new Career Mentors

Starting Point Talks:

- ➔ How To Get Into...
- ➔ How To Survive The Selection Process...

Skills Workshops:

- ➔ Mock Assessment Centres
- ➔ Mock Interviews/CV Clinics
- ➔ Career Panels
- ➔ How To Succeed At...

Company/Organisation Presentations:

- ➔ What's It Like To Work For...

Enterprise Cafe – speaker and coaches
Enterprise Summer School – Mentors and real-life business challenge

Research and Innovation Services - Health and Pharma Conference
Chemistry 2-Day Employability Event
Geography Employability Week

Excel Southampton Placements (Summer)
Student Consultancy Programme

EXAMS: 18 May - 5 June

PLAN AHEAD FOR NEXT YEAR

Liase with Employer Engagement team to explore opportunities:

- ➔ Discover what events are happening during the summer, for example 'Summer Schools' or Faculty Events
- ➔ Secure dates for events and presentations
- ➔ Book onto Careers Fairs

Liase with faculties re: engagement

Liase with Enterprise team

(involvement in Enterprise Programme)

Liase with Mentoring team to be part of the Mentoring Programme

Three ways of investing in our students... that will also be an investment in your business

1.

Offer a volunteering opportunity

If you are a UK based third sector Organisation, Charity, Community Group or a Public Body and are looking to recruit volunteers, our students are keen to get involved, develop their skills and make a difference to their community.

Benefits of working with us

- ➔ Reach out to over 24,000 students who have various experience and skills to share
- ➔ Raise your profile on campus
- ➔ Access to a dedicated Volunteering SharePoint group with over 1,500 members and growing

2.

Offer to become a career mentor

Could you inspire others? Wish to pass on your career knowledge and experience to a student who is interested in working in a career sector in which you have experience?

The Career Mentoring Programme creates an opportunity for students to receive relevant and up to date career sector or employability focused advice and help.

Benefits to mentors

- ➔ Taking part in the programme is an excellent way for you to both learn and develop key mentoring skills

Benefits to organisations

- ➔ The programme is a great way to raise your organisational profile at the University. It can be done on its own or as part of a wider engagement strategy. It can also provide an excellent development opportunity for your staff

3.

Offer a work shadowing opportunity

Work shadowing can be a vital part of a student's career planning enabling them to develop a better understanding of career sectors and organisations. Visiting a workplace and being able to observe and possibly ask questions of the people who work there provides excellent insight.

Benefits to students

- ➔ Gives them an insight into an industry and/or job role
- ➔ Helps them to see whether they would like the type of work involved
- ➔ Helps them to uncover the skills and competencies needed to secure a job in the industry

Benefits to employers

- ➔ It may help you to unearth the right talent for your internship and placement programmes
- ➔ In the long term, it will mean that you will have more focussed and informed applications for graduate roles

Recruiters expect **37%** of entry-level positions to be filled by graduates who have already worked for their organisations (*The Graduate Market in 2014*)



Small to Medium Enterprises (SMEs) and Third Sector Organisations

More and more small businesses are employing graduates and working closely with the university sector. At the University of Southampton we are focused on engaging with SMEs so that our students have full knowledge of the fantastic opportunities available.

SMEs are brilliant at providing a wealth of experience and giving students and graduates a chance to thrive in exciting and growing organisations. In return, SMEs can capitalise on the dynamism and diverse skillsets of our graduates, as well as the fresh perspective that they can bring to an organisation.

The third sector (Voluntary and Not for Profit organisations) is a large and expanding employment area and one which is increasingly popular with our graduates as a career pathway. Like our engagement with SMEs, we are eager to connect our outstanding students with the third sector.

Student Consultancy Programme:

The Student Consultancy is a programme that links our students to local businesses and community organisations on specific business issues. We offer an opportunity for local SMEs, third and public sector organisations to access free consultancy services with our motivated and highly-skilled students.

As clients, your business will

- ➔ Gain an innovative, fresh perspective to business challenges
- ➔ Benefit from students' creativity, up to date knowledge and enterprising skills
- ➔ Receive insightful recommendations to help drive your organisation forward

24% of Southampton finalists seek to work for a small or medium-sized firm
(The UK Graduate Careers Survey 2013)



Faculty Collaboration

The University is organised into eight faculties, each housing a number of subject areas. Some faculties engage directly with employers on events that are relevant to specific degree subjects. In addition to the Careers Fairs organised centrally (please see page 5), there are a number of degree-specific fairs held throughout the year and which are detailed on pages 13 and 14.

We want to offer our students the broadest possible range of opportunities, therefore if you are considering offering a longer term place in industry or something specific that has not been covered within this brochure, please contact us to discuss your ideas or needs and we will endeavour to help in any way we can including putting you in contact with the relevant faculty staff as appropriate.

The University of Southampton faculties:

- i. Faculty of Business and Law
- ii. Faculty of Engineering and the Environment
- iii. Faculty of Health Sciences
- iv. Faculty of Humanities
- v. Faculty of Medicine
- vi. Faculty of Natural and Environmental Sciences
- vii. Faculty of Physical Sciences and Engineering
- viii. Faculty of Social and Human Sciences

For further information please visit
www.southampton.ac.uk/faculties

“Our collaboration with the professions often leads to new opportunities as businesses realise the benefits of working with an enthusiastic, intelligent, and flexible student body. Our relationship with Career Destinations allows us to realise these opportunities and provide a valuable service to industry.”

Rob Jack

Faculty Placement Advisor, Faculty of Business and Law

Enterprise

We help students to develop entrepreneurial skills such as creativity, innovation, resilience and commercial awareness:

- Skills that can be useful in the workplace as well as in self-employment and setting up business.

There are a number of ways in which you, or your organisation could become involved such as:

- Give a talk on developing enterprise skills or some aspect of working for yourself
- Be an adviser at a student business clinic
- Be part of an Enterprise Career Panel and talk to students about your 'journey'
- Be a Business Mentor to students who are trying to develop business ideas



Working together to promote excellence in Physics

Promoting physics in industry through engagement with employers.

SEPnet links students and academics with employers through placements, mentoring, student projects, knowledge exchange and research collaborations.

Contact employerengagement@sepnet.ac.uk for more information and visit www.sepnet.ac.uk

Alumni Relations

We have a community of over 200,000 alumni across 178 countries and we encourage alumni to remain connected to the University throughout their lives in a variety of ways. This includes attending alumni events, joining an alumni branch, volunteering, supporting the University philanthropically and through supporting the development of student employability. This can involve providing placements for students, advertising graduate jobs, mentoring students, giving a career talk or workshop or even participating in our alumni LinkedIn group.

For more information on how you can get involved or access alumni benefits and services visit our website at www.southampton.ac.uk/alumni

www.southampton.ac.uk/careers
employ@soton.ac.uk
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