YOUR CAREER JOURNEY
YOUR FUTURE, YORK FUTURES
york.ac.uk/york-futures

FIRST YEAR
Get involved. Be open to possibilities and find out what motivates you.

AUTUMN TERM

1. Activate your profile in Handshake for job and event alerts

2. Join clubs and societies from Wk 1

3. Search Handshake for part-time jobs and term-time internships

4. Stay supported - Use Togetherall.com and University wellbeing resources

5. Apply in December to study abroad
SPRING TERM

6. Look out for volunteering opportunities each term

7. Dip into virtual and physical employer events

8. Find your strengths with the York Strengths programme

9. Virtual session: Career options and next steps

SUMMER TERM

10. Start a CV and LinkedIn profile

11. Get work or volunteering experience this summer

By the end of your first year you’ll

☐ Have activated your Handshake account to access career events, appointments and job opportunities. How to do it: york.joinhandshake.co.uk

☐ Have started to gain experiences through volunteering, internships, enterprise or student committees. How to do it: york.ac.uk/careers/work and yusu.org

☐ Have accessed virtual sessions to help manage your career development. How to do it: york.ac.uk/careers/events

☐ Have completed York Strengths to build self awareness and plan your next steps. How to do it: york.ac.uk/york-strengths

☐ Have reviewed your CV through CareerSet. How to do it: york.ac.uk/careers/applications
SECOND YEAR

Explore different employers and sectors of work.
Use what you know about yourself to gain relevant work experience.

AUTUMN TERM

1. Virtual session: How to find work experience

2. Build work experience through University volunteering and enterprise

3. You may be eligible for a York Futures Scholarship to support your activities

4. Virtual Careers Fairs Wk 3 - Internships + Placements

5. Book an appointment with Careers staff to talk through your next steps

6. Virtual Global Opportunities Fair Wk 5

7. Get involved in student life through YUSU

8. Register for the Placement Year by 20 January 2021
9. Listen to the podcast, What Do You Actually Do?! to find out what different careers are actually like

10. Job Sector Q&A events from Wk 2

11. Apply for a Community Project by Wk 9

**SUMMER TERM**

12. Student Internship Bureau opens Wk 1

13. Update your CV to apply for summer work experience

14. Early bird applications for York Award

By the end of your second / penultimate year you’ll

- Have completed your Handshake profile to connect with employers. How to do it: york.joinhandshake.co.uk
- Have accessed virtual sessions to help manage your career development. How to do it: york.ac.uk/careers/events
- Have sought more work experience through internships, volunteering, enterprise and placement year. How to do it: york.ac.uk/careers/work and york.ac.uk/placementyear
- Have practised your interview technique through Shortlist.Me. How to do it: york.ac.uk/careers/applications
- Have updated and tailored your CV through CareerSet. How to do it: careerset.io/york
FINAL YEAR

Make the most of the support and resources available. Make good quality applications for graduate work or further study.

AUTUMN TERM

1. Virtual session: Finding and applying for jobs

2. Market yourself through your CV, LinkedIn and Handshake

3. Apply for graduate jobs and post-grad study

4. Virtual Careers Fairs Wk 3

5. Virtual Assessment Centres Wks 5 & 8

SPRING TERM

6. Use the tools and support of Careers and Placements
7. Get a mentor from York Profiles & Mentors

8. Launch your own business?

9. Apply for York Award

**SUMMER TERM**

10. Book an appointment with Careers staff if you need more help

11. Graduate Job Fair Week 9

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**By the end of your final year you’ll**

- Have articulated what you have to offer an employer or further study provider by applying for the York Award. **How to do it: york.ac.uk/york-award**
- Have a clear sense of direction for life after graduation. **How to do it: york.ac.uk/careers/advice**
- Have an understanding of recruitment processes and how to succeed at each stage. **How to do it: york.ac.uk/careers/jobtoolkit**
- Have utilised your Handshake profile to apply for graduate jobs. **How to do it: york.joinhandshake.co.uk**
- Feel positive about the future as a York graduate. **How to do it: york.ac.uk/careers/profiles**