ENHANCE YOUR CAREER

Employability Modules

CAREERS SERVICE
www.ncl.ac.uk/careers
Want to find out more about the options available to you after your degree, and learn how to succeed in applications, assessment centres and interviews? Unsure which path to take in the future? Many students struggle with these things. The good news is that support is available to you through this module.

**WHAT’S INVOLVED?**

This module has been designed to develop your career planning skills, help you gain career experience, and ensure you are “application ready”.

Many placements and internships, including placement years, require students to apply early in their second year of study. This module will help you to make decisions about, and applications for, these and other opportunities.

The module is based around understanding yourself and the options available from your degree as well as developing the skills and knowledge you will need to succeed, whatever direction you choose to take.

**HOW DOES IT WORK?**

The Career Planning Module is an optional 20 credit, semester 2 module which includes weekly workshops and lectures. You will develop an understanding of yourself and your preferences, values and options available from your degree as well as developing the skills and knowledge you will need to succeed, whatever direction you choose to take.

You will be supported to organise and complete work shadowing of at least one day in a role of your choice, which you will be able to reflect upon as part of your module assignments.

Assessment is a 15 minute presentation, a sector research project which can be presented as a video diary, blog, or personal website, and a personal career planning strategy.
CAREERS SERVICE PLACEMENT YEAR MODULE

Module code: NCL3000 (available to students in their penultimate year of study)

Want to spend time gathering the skills and experience employers are looking for?

The Careers Service Placement Year Module gives you the opportunity to develop your employability skills whilst undertaking a placement year module that counts towards your degree.

WHAT’S INVOLVED?

Over the course of this module you will develop skills to help you reflect and manage your own learning and development within the workplace in addition to applying graduate skills in a professional manner and evaluating the impact and communicating the impact. The module gives you the chance to:

- experience searching and applying for employment opportunities
- undertake practical work experience that will benefit your academic study and longer term career plans
- apply your knowledge and skills in the work place and reflect on your development
- learn how to explain what you have achieved to future employers

HOW DOES IT WORK?

You will undertake a 120 credit module completed over the course of the placement year (9-12 months). This module is available to penultimate year students on selected degree programmes and will count towards your final degree classification. Whilst on placement you will also engage in academic teaching through blended learning resources and one to one support with teaching staff throughout the year.

Your assessment will include an evaluation from your supervisor at placement, 3 blog submissions over the year which will receive formative feedback and a 2000-3500 final reflective submission at the end of the academic year.
CAREER DEVELOPMENT MODULE

Module code: NCL2007 (stage 2); NCL3007 (stage 3); NCL 3008 (Advanced); NCL8007 (Masters Level)

Want to graduate with the skills and experience employers are looking for?

The Career Development module gives you the opportunity to use your work experience, volunteering or part-time work to count towards your degree.

WHAT’S INVOLVED?

Career Development is a 20 credit module where you will spend a minimum of 70 hours at your placement. You will attend timetabled seminars, lectures and tutorials with staff from the Careers Service.

There are currently three different placement routes available:
- Student tutoring - helping learners in schools, colleges and on campus
- Student volunteering - offered through the Students’ Union, volunteering in the local community or on campus
- Learning from work - for those who wish to develop their knowledge and skills using existing part-time work (paid or voluntary).
**CHOOSE YOUR MODULE CODE:**

**NCL2007 Career Development for 2nd year students**

Assessment by: Personal Development Plan (30%); Placement Evaluation of Skills (30%); Oral Presentation (30%); Module Preparation Tasks (10%).

**NCL3007 Career Development for final year students**

Specifically for those who have yet to decide how to develop their career choices or have yet to begin to plan their career ideas.

Assessment by: Oral Examination (30%); Placement Evaluation of Skills (30%); Group Presentation (30%); Module Preparation Tasks (10%).

**NCL 3008 Advanced Career Development**

For students who have previously undertaken NCL2007 OR who have firm plans for their next steps after graduation.

Assessment by: Professional Conversation (30%); Final Portfolio Submission (30%); Placement Evaluation of Skills (30%); Module Preparation Tasks (10%).

**NCL8007 Career Development for Masters students (Cracking Careers: Exploring and Driving your Career Options).**

Assessment by: Professional Development Plan Conversation (30%); Final Portfolio and Professional Conversation (30%); Placement Evaluation of Skills (30%); Module Preparation Tasks (10%).

“This module has been extremely rewarding. It has given me the ability to apply my skills to interviews and to secure a job. I would definitely recommend this unique module that really steers you towards reflecting and understanding what is best for you in the future.”

Career Development module student
DEVELOPING ENTERPRISE, ENTREPRENEURSHIP AND EMPLOYABILITY

Module code: NCL2100

In a fast changing and highly competitive world, organisations need creative, enterprising and entrepreneurial people who can adapt, think creatively and solve problems. This module provides many opportunities to develop and hone the enterprising behaviours, attributes and competencies to make the most of challenge, uncertainty, ambiguity and failure. We strive to help you make things happen and to have a positive impact in the world around you, whatever the context. The module relies on active, experiential learning and is a practical, hands-on experience that requires working with students from across the University as well as a range of staff and external guests.

WHAT’S INVOLVED?

The module involves three projects: a personal development and reflection project, a consultancy team challenge for a live organisation and a venture creation project to proof of concept stage.

Working on these projects gives you first-hand experience of pro-actively engaging with problems and opportunities. You will develop creativity and innovation whilst generating and evaluating new ideas and solutions. You will learn to identify and mobilise networks, knowledge, skills, materials, and money; and advance your persuasiveness and strategic thinking to inspire and influence the commitment and support of others.

HOW DOES IT WORK?

This 20-credit module sits across the academic year and is delivered by a team of staff from the Careers Service Enterprise Team, START UP Advisers, and visiting entrepreneurs and professionals. Assessments include producing a project report, showcasing ideas in a business exhibition format and a personal reflective piece.

“The module is a brilliant stepping stone into a world of enterprise. It has instilled a great sense of confidence in me, and helped me achieve many opportunities I wouldn’t have dreamed were available to me coming from an unrelated discipline.”

Developing Enterprise, Entrepreneurship & Employability student
**APPLIED ENTREPRENEURSHIP**

*Module code: NCL3100*

This module gives you the opportunity to devote development time to your existing business/social enterprise idea. You are required to have an existing idea before entry onto the module and you will work on developing this throughout the academic year. Whether you’re serious about pursuing self-employment beyond University or are as yet undecided, the experience and opportunities for personal development this module provides are directly related to enhanced Employability. You will develop confidence and self-awareness, learn how to take the initiative, manage risk and pro-actively engage with problems and opportunities. You will learn to identify and mobilise networks, knowledge, skills, materials, and money; and advance your persuasiveness and strategic thinking to inspire and influence the commitment and support of others. You will also build your resilience and adaptability to make the most of challenge, uncertainty, ambiguity and failure.

**WHAT’S INVOLVED?**

This module places you in a cohort of like-minded entrepreneurial students and can immerse you in the entrepreneurial community of the University and local region. You will work with a module tutor as well as a START UP or Business Adviser throughout the module who will guide and support your personal and business development plans. You will design your own programme of learning that matches the needs you’ve identified and the goals you want to achieve.

**HOW DOES IT WORK?**

Pre-requisites for acceptance onto this module include submitting a one-page proposal outlining your idea, assignment of a START UP or Business Adviser and a meeting with the Module Leader. You are expected to engage in at least 70 hours of learning activities that are relevant to you (up to 20 of which are compulsory sessions delivered by the Careers Service Enterprise Team). Assessments include a value proposition piece, exhibiting your concept at a business exhibition and a reflective assessment at the end of the module experience to consolidate your learning.

“The fusion of the academic element and real world business experience acts as a catalyst for your academic, personal and entrepreneurial development”

Applied Entrepreneurship student