

YOUR CAREER JOURNEY

WITH YOU EVERY STEP OF THE WAY york.ac.uk/york-futures



FIRST YEAR

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



SEMESTER 1

1

Activate your profile in Handshake for job and event alerts, and search for part-time jobs

2

Join clubs and societies from Wk 1

3

Find your strengths with the York Strengths programme

4

Use the Success at York Toolkit

5

Explore Global Opportunities

6

Careers and Placements Open House





SEMESTER 2

7

Look out for volunteering opportunities

8

Dip into career events

9

Careers website: Get career ideas

10

Start your CV

11

Get work experience with York Internships

By the end of your first year you'll

- Have activated your Handshake account to access careers events, appointments and part time jobs.
How to do it: york.joinhandshake.co.uk
- Have completed York Strengths to build self awareness and plan your next steps.
How to do it: york.ac.uk/york-strengths
- Have visited Careers and Placements at our Open House event for first years.
How to do it: york.ac.uk/careers/events
- Have started to gain experiences through volunteering, internships, enterprise, employer challenges or student committees.
How to do it: yorksu.org
- 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.



SEMESTER 1

1

Check out the application dates for York Futures Scholarships to support your activities

2

Careers website: Research work experience options

3

Careers Fairs Wk 3: Grad jobs, Internships + Placements

4

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

5

Apply for volunteering or enterprise projects to get work experience



SEMESTER 2

6

Register for the Placement Year by 10 February

7

Log your careers activity for your future York Award application

8

Explore career options with York Profiles and Mentors

9

Listen to our podcast, **What Do You Actually Do?**, to find out what different careers are actually like

10

Update your CV to apply for summer work experience

11

Apply for York Internships

12

'Careers In' event

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

- Have accessed careers 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 or placement year.
How to do it: york.ac.uk/careers/work and york.ac.uk/placementyear
- Have updated and tailored your CV through CareerSet.
How to do it: careerset.io/york
- Have updated your Handshake profile to connect with employers.
How to do it: york.joinhandshake.co.uk
- Have practised your interview technique through Shortlist.Me.
How to do it: york.ac.uk/careers/applications

FINAL YEAR

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

Placement Year / Year Abroad



SEMESTER 1

1

Find and apply for grad schemes and jobs

2

Market yourself through your CV, LinkedIn and Handshake

3

Careers Fairs Wk 3: Grad jobs and schemes

4

Launch your own business?

5

Use the tools and support of Careers and Placements

6

Get inspiration from York Profiles and Mentors

SEMESTER 2

7

Apply for York Award

8

Working in Research event

9

Book an appointment with Careers staff if you need more help

10

Graduate Jobs Fair Wk 11



Continued support from Careers and Placements

By the end of your final year you'll

- Feel positive about the future as a York graduate.
How to do it: york.ac.uk/careers/profiles
- Have an understanding of recruitment processes and how to succeed at each stage.
How to do it: york.ac.uk/careers/applications
- Have applied for the York Award.
How to do it: york.ac.uk/york-award
- Be actively applying for graduate jobs or future study.
How to do it: york.ac.uk/careers/work and york.ac.uk/careers/study
- Have utilised your Handshake profile to apply for graduate jobs.
How to do it: york.joinhandshake.co.uk