**Level 3 Employability Tutorials**

**Objectives**

1. To provide an opportunity to highlight with students the value of their TRS degree and the skills and aptitudes inherent to the course which they can highlight in job applications.
2. An opportunity to flag up the opportunities that have been made available to students so that they are more aware in the run up to NSS.

**Resources**

HEA PRS Subject Centre’s ‘Employability guides’ for TRS. Available from: http://www.prs.heacademy.ac.uk/publications/emp\_guides.html

Relevant careers information/career’s centre leaflets etc.

**Suggested Activities**

1. Ask students to share what they have already done, e.g. what they have applied for, how interviews have gone etc. This will both be an opportunity for students to share the knowledge they have already acquired, but also encourage students to think about their future plans.
   1. Highlight popular choices e.g. **teaching**, **further study** and **professional courses**
   2. Highlight key ‘things to do’ e.g. CV, who are you putting as a reference? How do you prepare for an interview?
2. In pairs/smaller groups/ as a whole group, having distributed the employability guide, review the employability skills itemised on p5 and 6.
   1. Identify further skills (e.g. awareness of the ‘diversity agenda’) not listed.
   2. Try and identify specific opportunities students have had during their course to develop these skills. You may wish to highlight skills such as time management, reviewing progress through personal tutor meetings, researching information etc which are general skills, as well as course specific skills e.g. for modules which require presentations or journaling.
3. In pairs/small groups/as a whole group, having distributed careers centre leaflets, discuss the advice and support students still require. Have they made personal tutor aware of anything they would like included in a reference?
4. What next? Ask students to share the one thing they plan to do about their future plans following the meeting.