

# Careers FAQs

## Religions and Theology

### A guide for academic advisers

**Encourage your students to start thinking about their plans as soon as possible.**

**Three key messages to drive home:**

- **A degree is not enough to get a job (even from Manchester).** Remind your students that they need to develop a host of skills. They should apply for work experience, voluntary work and/or be active in their extra-curricular pursuits.
- **Start early.** Motivate your students to start thinking about their career plans from Year One onwards.

For personalised actions, year by year, encourage students to try our new "MyFuture - Next Steps" questionnaire and report [www.manchester.ac.uk/careers/myfuture](http://www.manchester.ac.uk/careers/myfuture)

Here are some suggestions to help students learn more about career options, many of which are interchangeable between years:

### Year 1

1. Start to explore career options (it is never too early!). Manchester Religions and Theology students have a wide range of career options.
2. Develop employability through work experience, a part-time job or get involved with activities (volunteering, societies) outside their course.
3. Make an action plan with Career Kickstart [www.manchester.ac.uk/careers/whichcareer/idontknow](http://www.manchester.ac.uk/careers/whichcareer/idontknow)
4. Look out for work experience opportunities or arrange their own through contacts (Careers Service can help them with this). Some sectors/organisations target first years, particularly in areas that are under-represented by women and ethnic minorities (eg finance, IT).
5. Attend employer insight days - available in some sectors.
6. Understand that first year grades are important when making applications for internships in the second year summer vacation and for some graduate jobs.

### Year 2/Penultimate Year

1. Register for vacancy and event email updates via *CareersLink* [www.manchester.ac.uk/careerslink](http://www.manchester.ac.uk/careerslink)
2. Consider applying to the Manchester Gold careers mentoring programme.
3. Get feedback on CVs, applications and covering letters at an Applications Advice appointment.
4. Apply (from October onwards) for a summer internship and continue to build up work experience and activities to include on a CV.
5. Attend talks and careers fairs to get information to help with career decisions and for possible summer internships.
6. Understand that some recruiters will start advertising graduate jobs in the summer before final year!

### Hints and tips for your students:

- Remind students to look out for emails promoting careers events and to access *CareersLink* via the Careers Service website. The Careers Service is delivering events especially for the SALC. These will be included in the School's bulletin and on [www.manchester.ac.uk/careerslink](http://www.manchester.ac.uk/careerslink) Careers Consultants will also be available for students to talk to every Tuesday lunchtime in the Samuel Alexander building.
- Building contacts can be crucial for getting started. Information on networking including LinkedIn can be found at [www.manchester.ac.uk/careers/networking](http://www.manchester.ac.uk/careers/networking)
- Encourage volunteering and involvement in extra-curricular activities to help build skills.

### Year 3

1. Research and apply for graduate schemes from September, and well before any given deadline.
2. Consider all vacancy types, not just 'graduate training programmes', eg opportunities with SMEs and direct entry positions.
3. Attend employer presentations, talks and careers fairs to help with career decisions and to find opportunities.
4. Look at the Manchester Graduate Internship Programme if staying in Manchester after graduation.
5. Book a careers guidance appointment if feeling confused/overwhelmed or want to look at all options.
6. Research postgraduate study options and funding in semester One, and be mindful of deadlines for some courses.

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#### What services do we offer students?

**Careers Website** Comprehensive resource on exploring options, employability skills, finding jobs and further study  
[www.manchester.ac.uk/careers](http://www.manchester.ac.uk/careers)

**Online vacancies** Thousands of graduate jobs, internships and placements advertised annually on *CareersLink*  
[www.manchester.ac.uk/careerslink](http://www.manchester.ac.uk/careerslink)

**Work Experience** Placements and internships for students and graduates. We also offer some bursaries (check terms).  
[www.manchester.ac.uk/careers/workexperience](http://www.manchester.ac.uk/careers/workexperience)

#### One-to-One Appointments:

- **Career Guidance** to discuss options, career ideas (or lack of ideas), where to start and career planning
- **Applications Advice** for feedback on CV, cover letter and application form, and any brief queries
- **Interview Simulation** - a practice session for students about to have a job interview

Appointments require pre-booking

[www.manchester.ac.uk/careers/services](http://www.manchester.ac.uk/careers/services)

**Social Media** Latest news on *Careers blog*, School-specific *Facebook* groups and *Twitter*  
[www.manchester.ac.uk/careers/services/socialmedia](http://www.manchester.ac.uk/careers/services/socialmedia)

**Employer Events, Careers Fairs, Workshops & Talks**  
[www.manchester.ac.uk/careers/events](http://www.manchester.ac.uk/careers/events)

**Mentoring** Manchester Gold pairs students with alumni and employers for expert advice and insights  
[www.manchester.ac.uk/careers/manchestergold](http://www.manchester.ac.uk/careers/manchestergold)

**Volunteering** Hundreds of opportunities advertised  
[www.manchester.ac.uk/volunteers](http://www.manchester.ac.uk/volunteers)

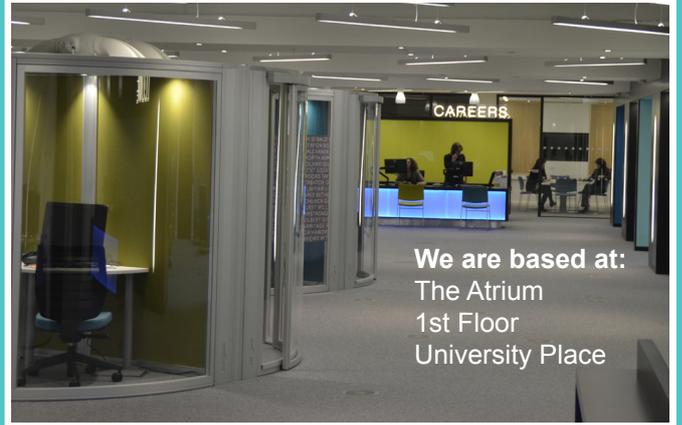
#### What graduates do with a Religions and Theology degree?

Full time jobs included: Teaching Assistant, Account Exec (advertising), Legal Assistant, Freelance Copywriter, Teach First RE Teacher, Learning Support Assistant (secondary school), Youth Events Co-ordinator, Project Co-ordinator (marketing).

Further study included: Theology, Law, PGCE in Religious Education, Journalism.

Work and study: Public Relations, Education and Business & Marketing.

#### Where can you find us?



**We are based at:**  
 The Atrium  
 1st Floor  
 University Place

#### School Liaison Careers Contacts

**Louise Sethi** - [louise.sethi@manchester.ac.uk](mailto:louise.sethi@manchester.ac.uk)

**Paul Gratrick** - [paul.gratrick@manchester.ac.uk](mailto:paul.gratrick@manchester.ac.uk)

**Tel: 0161 275 2828**

#### Other useful web resources

**For more specific information on career options with Religions and Theology:**

[www.prospects.ac.uk/options\\_religious\\_studies.htm](http://www.prospects.ac.uk/options_religious_studies.htm)

**Graduate careers sites (vacancies, career options, sector profiles, postgrad study and more)**

[www.prospects.ac.uk](http://www.prospects.ac.uk)

<http://targetjobs.co.uk>

[www.insidecareers.co.uk](http://www.insidecareers.co.uk)

**Work experience, internships & placements**

[www.manchester.ac.uk/careers/experience](http://www.manchester.ac.uk/careers/experience)

[www.step.org.uk](http://www.step.org.uk)

[www.studentladder.co.uk](http://www.studentladder.co.uk)

<http://graduatetalentpool.direct.gov.uk>

**Sector information**

[www.manchester.ac.uk/careers/whichcareer](http://www.manchester.ac.uk/careers/whichcareer)