



WELCOME

Welcome to the first edition of our Careers Newsletter. This aims to provide you with careers support and guidance while you are with us and beyond.

Here at NCATI we are keen that you can access all the Careers education, advice, information and guidance (CEAIG) that you need to plan your development and future with us or in the workplace.

If you would like to see anything in a future edition, please email Careers@ncati.ac.uk with your suggestions.

CAREERS CONTACTS

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We Are Open

Birmingham Campus

Remote Guidance Only; Tuesday and Thursday
10.00am - 4.00pm

1 - 1 Appointments Remote Only; Tuesday and
Thursday 12.00pm – 2.00pm

Doncaster Campus Room 133

Onsite Guidance; Monday and Tuesday
9.00am - 3.00pm

Remote Guidance; Wednesday – Friday
9.00am – 3.00pm

1 - 1 Appointments; Onsite; Monday and
Tuesday 9.00am - 3.00pm

Remote: Wednesday – Friday 9.00am –
3.00pm

What We Do

Small group careers workshops on a range of areas like CV's, applications and interviews.

Curriculum session delivery planned with curriculum staff.

Drop - in sessions

Support to find employment

Career planning

1-1 appointments to discuss specific areas of guidance needed

Remote appointments

PLEASE BE AWARE THAT DUE TO COVID RESTRICTIONS WE ARE DELIVERING ALL SUPPORT REMOTELY AT THE CURRENT TIME.

Where to Find Careers Support

Canvas (NCATI Learner Portal) 'Careers and Employability'

Digital display screens at both campuses

Campus Office: Birmingham Room 234; Doncaster Room 133

The Careers Notice Boards in Birmingham Reception Area First Floor and Doncaster First Floor Atrium

NCATI Website

Things to Do

- Write / update your CV
 - Send your CV to the Careers Team for checking
 - Draft a Personal Statement
 - Notify the Careers Team if you want a mentor and in which specialism
 - Notify the Careers Team about work experience specialisms and locations you want.
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Key Dates

September '20 – October '20; UCAS course search tool is live

September '20 – October '20; Applications 'Live' is open. Register and start your application

8 September '20; Submit your UCAS application in full. Universities can offer a place.

15 January '21; 1st application deadline, 'equal consideration' ends.

25 February '21; UCAS 'Extra' opens. If you have not had an offer you can apply for another university course.

31 March '21; Universities offer places

Your Local Labour Market Information (LMI)

Labour market information is always useful to give an insight about what is happening in the labour market – what industries and job roles have most vacancies, where there has been a downturn in employment etc. This can help you target your job search to more specific areas.

Doncaster;

<https://www.opportunitiesdoncaster.co.uk/th-is-is-doncaster/>

Birmingham;

https://www.birmingham.gov.uk/downloads/file/12673/labour_market_update_q1_2020

What's On

What to look at on Canvas to support you. This often links to 'Things to Do.'

Mentoring and Work Experience

So that you know what our offer is, your role and a mentor's role. Suitable for all of you on full time programmes.

How to create a CV and cover letter

A robust CV is useful for all industry employment or progression with your existing employer, applying for apprenticeships and forms a basis for UCAS application for degree programmes and Level 4 Cert HE at NCATI. Suitable for all learners.

Why HE?

Useful for Level 3 Access learners if you are not sure if you want to carry on in an education setting or look for employment after your Level 3 Access to HE.

How to choose the right Degree?

Are you a Level 3 Access learner who doesn't know which degree to choose once your course finishes? Let this support help you make some decisions to suit you.

HE Personal Statements

A must for anyone thinking about applying for a degree course or Level 4 Cert HE. You will need to submit a personal statement to UCAS to apply for your place.

HE Finance and other funding.

Most HE courses will need funding to pay for the course, let this support bust the myths you have heard about how degree courses are paid for – and paid back! Helpful for any learners applying for degree courses.

Take a Look At ...

Thinking about applying for university or Level 4 courses?

Check out Canvas and the Careers section for information on;

- Writing a Personal Statement
- Writing or updating your CV for HE courses or employment

Quote

Nothing is IMPOSSIBLE
It just says: 'I'M POSSIBLE'

Events

(From www.eventbrite.co.uk)

Information Session: Career Rail and
Transit 18 Nov '20

November 30th; A Career in Energy
Engineering

November 16th; Discovering Rail Infrastructure
Careers

Multiple Dates; HETA Virtual Open Evening
Hull

November 16th; Black Country World of Work
Week - Engineering and Manufacturing

November 14th; Not Just a Pretty Face

Useful Links

To help you decide which university, degree
courses and degree apprenticeships to
choose; <https://www.whatuni.com/>

To source higher level apprenticeships;
<https://www.gov.uk/apply-apprenticeship>

To look at for employment opportunities;
<https://www.railwaypeople.com/>

Help and support with UCAS applications;
<https://www.ucas.com/events/demand-until-3-december-ucas-futures-maths-engineering-and-computing-376051>

Help and guidance with higher education for
students, by students;
<https://www.thestudentroom.co.uk/>

Look out for the next Careers
Newsletter, you can all access the
NCATI Careers Team, our support
and guidance for progression,
development and help with job
hunting.

We welcome your ideas for things
you would like to see and make
use of to support you in your career
planning and development.

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a future edition, please email
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suggestions.