

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.
- **Use the Careers Service before applying for jobs.** The Careers Service can help students improve the quality of their applications and CVs.

What should students be doing in each year of study?

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

Year 1

1. Starting to explore career options. It is estimated that 70% of all graduate jobs are open to any degree subject. Law students are therefore able to apply for a range of roles in finance, management consultancy etc.
2. Developing employability through work experience, a part-time job or getting involved with activities outside their course, e.g. student societies, volunteering.
3. Looking out for work experience opportunities or arranging 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 (e.g. Windsor Fellowship).
4. Attending employer insight days.
5. Understanding that first year grades may be important when making applications for internships in the second year summer vacation.

Year 2/Penultimate Year

1. Registering for vacancy and event email updates via *CareersLink*.
2. Considering applying to the Manchester Gold careers mentoring programme (October deadline).
3. Gaining feedback on their CVs, applications and covering letters at a Quick Query appointment.
4. Applying (from October onwards) for a summer internship and continuing to build up work experience and activities for their CV.
5. Attending talks and careers fairs to get information to help with career decision and for possible summer internships.
6. Understanding that some recruiters will start advertising graduate jobs in the summer before their final year commences.

Events and Talks

The Careers Service has a full programme of talks, events and careers fairs, many are held in the autumn.

Full details are at www.manchester.ac.uk/careers/students/events

Please note:

- Finance, Business & Management Fair - 20 October
- Law Fair - 22 November
- Postgraduate Study Fair - 23 November

Year 3

1. Researching and applying for graduate schemes from September and well before any given deadline.
2. Considering all vacancy types, not just 'graduate training programmes', e.g. opportunities with SMEs and direct entry positions.
3. Attending employer presentations, talks and careers fairs to help with career decisions and to find opportunities.
4. Looking at the Manchester Graduate Internship Programme if staying in Manchester after graduation.
5. Booking a careers guidance appointment if feeling confused/overwhelmed or wanting to look at all options.
6. Researching postgraduate study options and funding in semester one, and being mindful of deadlines for some courses.

Law - Non-Law Careers

Careers FAQs

A guide for academic advisors

www.manchester.ac.uk/careers

What services do we offer students?

Careers Website: www.manchester.ac.uk/careers
Job vacancies, information postgraduate study, career sector profiles, blogs and more... Students use **CareersLink** to access jobs and to sign up for events
Vacancies - over 50,000 advertised annually online, including full-time graduate jobs, summer internships and part-time work

Careers Resource Centre in Crawford House (open Mon-Fri 9-5pm all year round)

Guidance Appointments - 30 min - book in advance
Discuss options, career idea (or lack of ideas), getting started, career planning

Quick Query Appointments - 15 min - book on the day
Feedback on CV, covering letter, applications and interview tips, plus other brief queries

Mock Interviews - 30 min - book when students have an interview scheduled

Employer Events & Recruitment Fairs, Workshops & Talks - sign up required for some events, see **CareersLink** for details

Manchester Graduate Internship Programme - paid work placements in Greater Manchester for 4-12 months for new graduates

Bespoke sessions - e.g. CVs/applications, interview skills - please contact Alison Metcalfe

What can you do with a Law degree from The University of Manchester?

Law - undergraduate destinations 09-10

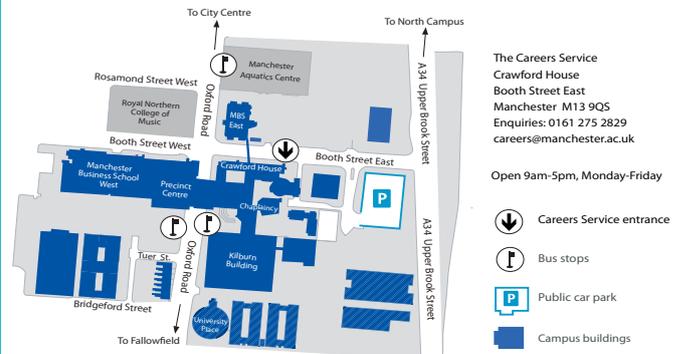
Of 175 students surveyed (EU/UK domiciled) six months after completing their course, 36 were in F/T employment, 10 in P/T employment, 13 in Work and Study, 72 in Further Study, 2 in Voluntary/Unpaid Work, 5 assumed to be unemployed, 9 not available for work, 8 explicit refusal and 18 unknown/no response.

Please encourage student to gain relevant work experience and to research career options early to reduce the risk of their transition into a career/further study being delayed.

Of those studying, most were studying law - LPC/BPTC or Masters, which included non-law subjects.

Full time jobs include: Legal Costs Consultant, Banking, Trainee Accountant, Pensions Administrator, Project Co-ordinator, Recruitment Consultant (Legal), English as a Foreign Language Teacher, Charity Fundraising, Telesales, Tax work.

Where can you find us?



The Careers Service
Crawford House
Booth Street East
Manchester M13 9QS
Enquiries: 0161 275 2829
careers@manchester.ac.uk

Open 9am-5pm, Monday-Friday

- Careers Service entrance
- Bus stops
- Public car park
- Campus buildings

School Liaison Careers Consultants

Alison Metcalfe

alison.metcalfe@manchester.ac.uk

Dominic Laing

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What other useful web resources are available?

For more specific information on career options with Law:

www.prospects.ac.uk/options_law_your_skills.htm

For information on the Manchester Leadership Programme and Humanities Careers Management Skills module:

www.manchester.ac.uk/mlp

www.manchester.ac.uk/careers/cms/humanities

Work experience, internships and volunteering:

Graduate STEP scheme: www.step.org.uk (internships for new graduates)

Volunteering: www.manchester.ac.uk/volunteers

Work experience: www.manchester.ac.uk/careers/students/jobsearch/workexperience

Useful graduate careers websites (career options, postgraduate study, sector profiles and vacancies):

Prospects: www.prospects.ac.uk

Target Jobs: <http://targetjobs.co.uk>

Inside Careers: www.insidecareers.co.uk