

CAREERS NEWSLETTER

SEPTEMBER 2022 – EDITION 16

WE ARE OPEN



WELCOME

Welcome to the next edition of our Careers Newsletter. We hope we are meeting our aim 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.

If you are an apprentice, some of the content may be of interest to your employer – so please feel free to share.

WHAT WE DO

- **1:1 appointments** to discuss specific areas of guidance required
- **Curriculum session delivery** planned with the curriculum staff.
- **Small group careers workshops** on a range of areas like CVs, applications and interviews.
- **Career planning**
- **Drop in sessions**
- **Remote appointments**
- **Support to find employment**

CAREERS CONTACTS

NCATI Careers Officer (Doncaster Campus)

Emma Nettleship

emma.nettleship@ncati.ac.uk;

01302 540259 | Doncaster Campus Room 133

Birmingham Campus (Remote Guidance Only)

Remote Monday - Friday
9.00am - 3.00pm

Doncaster Campus (Room 133)

Onsite Monday & Tuesday
9.00am - 3.00pm

Remote Wednesday - Friday
9.00am - 3.00pm

WHERE TO FIND CAREERS SUPPORT

- ~~Campus office~~ Doncaster Room 133
- **Canvas** (NCATI learner portal) under the Careers & Employability section
- **Careers notice boards** in Birmingham reception area & Doncaster first floor atrium
- **Digital display screens** at both campuses
- **NCATI website**

THINGS TO DO

- Write / update your CV
- Send your CV to the Careers Team for guidance and checking
- Notify the Careers Team if you want an industry mentor and in which specialisms
- Notify the carers team about work experience specialisms and locations you would like
- If you are nearing your EPA please book an Exit Interview with your Apprenticeship Officer.

APPRENTICESHIPS AND LEVEL 5 FDSC LEARNERS

- If you are going onto L5 FdSc, **search for Graduate Programmes NOW** with employers as you will need to apply for most between September and December 2022 to start September 2023
- **Search for Apprenticeship vacancies**, there are more around from September

If you would like any further information, please don't hesitate to contact us on:

☎ 0330 120 0375

✉ enquiries@ncati.ac.uk

🌐 ncati.ac.uk

'22 – March '23 than at other times of year. Register on [Find an apprenticeship - GOV.UK \(www.gov.uk\)](https://www.gov.uk) and directly on employer websites for alerts/twice-weekly checking, if you have not already done so.

EVENTS

<https://www.eventbrite.co.uk/>

Add filters: 'rail' 'engineering' 'Free' 'this month'

September 20th 2022

Project Management

Free

[Project Management Tickets, Tue 20 Sep](#)

[2022 at 10:00 | Eventbrite](#)

September 27th

Problem Solving

Free

[Problem Solving Tickets, Tue 27 Sep 2022 at 10:00 | Eventbrite](#)

September 9th

Leeds Careers Fair

Free

[Leeds Careers Fair Tickets, Fri 9 Sep 2022 at 10:00 | Eventbrite](#)

MULTIPLE DATES

Free tours of Wingfield Station following urgent repair works

[Free tours of Wingfield Station following urgent repair works Tickets, Multiple Dates | Eventbrite](#)

What happens when my university place is confirmed?

<https://www.shu.ac.uk/study-here/how-to-apply/confirmation>

UoB Online Free Courses

<https://www.birmingham.ac.uk/postgraduate/courses/moocs/index.aspx>

Sheffield University Online Free Courses

<https://www.sheffield.ac.uk/online-learning/futurelearn>

UoB Distance Learning Courses

<https://www.birmingham.ac.uk/postgraduate/courses/distance/listing.aspx>

WHAT'S ON

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

Graduate Recruitment and Assessment Centres

This will help you to understand what employers' graduate recruitment processes 'look like' and also help you to prepare for higher intensity application and interview processes for roles with a degree qualification.

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.

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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.

- SHU Higher Degree Apprenticeships Page <https://www.shu.ac.uk/business/training-and-development/degree-apprenticeships>
- SHU Engineering Degrees <https://www.shu.ac.uk/courses/engineering>
- Application support videos and ‘how to’ on UCAS and personal statements, finance, student life, HDAs etc. <https://www.shu.ac.uk/about-us/schools-and-community-outreach/student-resources>
- <https://www.shu.ac.uk/about-us/schools-and-community-outreach/teacher-resources/applicant-support-sessions>
- Two videos from current students in engineering talking about their pathway to the degree and placements (these are particularly relevant for any female students) https://www.youtube.com/watch?v=rJfcDH1PA_k&t=188s , <https://www.youtube.com/watch?v=063hlZ-6mSU&t=1s>
- Online learning opportunities using [The Skills Toolkit](#)
- Lots of resources to connect you to employers <https://learnliveuk.com/careers/>

KEY DATES

September '22 – October '22 UCAS course search tool is live

September '22 – October '22; Applications ‘Live’ is open. Register and start your application

8 September '22; Submit your UCAS application in full. Universities can offer a place.

15 January '23; First application deadline, To source higher level apprenticeships equal consideration ends,

26 January '23; Apply via UCAS for NCA Level 4 <https://www.gov.uk/january-apprenticeship>

25 February '23; Extra open universities have not had an offer you can apply for another university course.

30 June '23 All applications go into ‘clearing’ process <https://www.unitasterdays.com/search.aspx?PAGE=3&SID=8&SID=9&Sort=D>

5 July '23: all applications now in via ‘clearing’

18 August 2023 ‘A’ Level results day

28 September '23: All applications closed

31 March '24 Universities offer places

- Engineering Department Facilities Video <https://youtu.be/icZQlcnK-8Y>

- ‘Visit Us’ page where all SHU open days and Higher Degree Apprenticeships events will be advertised and you are able to sign up to attend <https://www.shu.ac.uk/visit-us>

Sheffield Hallam University Virtual Open Days (Undergraduate and Postgraduate) <https://www.shu.ac.uk/visit-us>

University of Birmingham Links

- University of Birmingham Virtual Open Days <https://www.birmingham.ac.uk/undergraduate/visit/opendays/booking-form/Book-your-place-at-Open-Day.aspx>
- University of Birmingham College of Engineering Open Days <https://www.birmingham.ac.uk/undergraduate/visit/opendays/virtual-open-days-2020/vod-eps.aspx>

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

Thinking about applying for apprenticeships? Register on <https://www.gov.uk/apply-apprenticeship>. See what's available using the drop-down menus to tailor your search

Looking for Graduate opportunities? Check out the guidance on canvas and The Rail Delivery Group; www.raildeliverygroup.com/about-us/careers/ways-into-rail/railway-eng-grad-scheme.

Thinking about employment in a workplace? Take a look at Canvas, Careers and Employability where there is guidance and support on different job roles /case studies, what careers exist in rail and engineering, what employers want from their employees, what employers and employees should expect, how to use social media and using the hidden jobs market to find that job!

It might also be that time for you all to think about **how to use your money** in the best way and how to budget, especially if you will be living on a student's budget or wage – take a look at our 'Money Matters' support in Canvas – Careers and Employability (2 parts).

DON'T FORGET TO CHECK RAIL COMPANY WEBSITES/VACANCIES OR DEDICATED PAGES

NCATI COLLEGE ALUMNI

Once you have left NCATI we invite you to become NCATI College Alumni. We will take your details and send you information about NCATI events and invite you to attend these to support the College. You are under no obligation to attend but we would like to keep you informed. Who knows...we may contact you to come into College to guest lecture for our future learners!

If you would like to be a member of our College Alumni please contact the Careers Team or Learner Experience to leave your name and personal email and phone details.

If you would like to maintain your access to Canvas Careers and Employability for announcements, job opportunities and careers support, please contact Andy Gregory to attach your personal email to your Canvas account.

andrew.gregory@ncati.ac.uk

The Careers Newsletters are uploaded to the website, so you can still access these via [Careers programme - NCATI \(nchsr.ac.uk\)](http://Careers programme - NCATI (nchsr.ac.uk))

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.

- Which jobs are likely to be easiest or hardest to find in your area.
- Which are the big employers in different areas and which ones have jobs on offer
- What skills employers are looking for and which are in short supply
- How much you can expect to be paid in specific jobs
- What working conditions are like
- What qualifications will be most helpful if you want a certain career
- What the jobs of the future might look like and which jobs might disappear

Mechanical Engineer

The expert in anything was once a beginner...

Civil Engineer

Weekly Pay £790
Annual Pay £41,080
Hours/Week 38 hours
Hourly Pay £21

The workforce is projected to grow by 5.1% over the period to 2027, creating 4,400 jobs. In the same period, 39.9% of the workforce is projected to retire, creating 34,700 job openings

NCATI OPEN DAYS

Please spread the word to those who know you! We are hosting our Open Events throughout the year for courses starting in September 2023.

Please feel free to support NCATI and also develop your confidence, skills and abilities by attending and supporting College staff and other learners at these events. They are also good to include on your CV.

AND ON THAT NOTE...

For some of you, this will be the

first time that you read the Careers Newsletter at NCATI.

We would all like to welcome you to NCATI and this next stage of your training. We are really excited to meet you all and look forward to moving forwards with you in your career development.

The NCATI Staff Team
