Stand Out From The Crowd
Employability and Careers Activities 2013/2014

ADVICE
RESOURCES
WORKSHOPS
EVENTS
EMPLOYERS
As Dean of a leading management school, I have the privilege of meeting many students and witnessing the positive impact that LUMS has on their future careers.

In addition to receiving an excellent education as a LUMS student, you will also have the opportunity to take part in many activities which will help you to further develop your skills and experience in preparation for the world of work. Many of these opportunities are organised by our award winning Careers Team and are outlined in this brochure. I would encourage you to select and attend as many of these sessions as possible.

We attract many top global companies to campus. Indeed, many of whom are accompanied by former LUMS students who continue to support us by running skills sessions, offering placements and ensuring LUMS graduates are well informed about individual company recruitment processes.

I hope that you find this year’s Careers and Employability Programme interesting and stimulating and that you have the support you need to make well informed career decisions.

All my best wishes

[Signature]

Professor Sue Cox, OBE
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You may have just started at Lancaster University Management School (LUMS) or be returning to complete your second or final year of study. Whatever your circumstances there are many opportunities available to help you make informed decisions about your future and become equipped to succeed in a highly competitive global graduate labour market.

The activities in this brochure have been designed specifically for LUMS students. They are intended to be interactive, fun and informative and most importantly to be about YOUR future development. They complement the subject specific knowledge you gain from your main programme of study and by actively participating in these activities you will further develop your skills in reflective thinking, self awareness, career planning, problem solving, creativity, team working, commercial awareness and communication – all skills highly prized by graduate employers.

The activities are all free of charge with absolutely no assessments! They are easy to book – just choose the ones that interest you, book on at: www.lums.lancs.ac.uk/events/careers/ and make the first steps to a bright future.
Meet the LUMS Careers Team

LOUISE BRIGGS
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Postgraduate Careers Adviser
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Feel free to call in and see us. You can find us in LUMS A127

Career Advice Drop-in Clinics

If you would like any advice about potential careers, completing CVs or application forms or any other careers related issue please attend our drop-in clinics which run every week during term time in the LUMS Career Zone. LUMS Career Zone is located in A112.

Undergraduate
Tuesday 10am – 12noon
Thursday 3pm – 5pm

Placement
Tuesday, 2.30pm – 4.30pm
Wednesday 11am – 1pm

Postgraduate
Wednesday 4pm – 6pm
Friday 3pm – 5pm

Undergraduate students seeking a graduate job
please email Louise:
l.a.briggs@lancaster.ac.uk

Undergraduate students seeking a placement or internship
please email Rory:
r.daly@lancaster.ac.uk

Postgraduate students
please email Ajaz:
a.hussain1@lancaster.ac.uk
Undergraduates
From your first year of study we encourage you to research the graduate labour market, meet employers and find out about the types of roles that may interest you. Make the most of the LUMS employer led presentations & drop-in days throughout Michaelmas and Lent term. For further information and how to book on visit: www.lums.lancs.ac.uk/events/careers

Insights and Internships
Insight days and Internships are a great way to experience first-hand what it’s like in the work place and a fantastic way to boost your CV and employability skills. Throughout October & November 2013 we will be running a range of informative skills sessions as well as the LUMS Work Experience Fair. Come along and find out more about Internships, Placements and Work Experience opportunities on offer in 2014.

12 month placements
If you are a 1st year or 2nd year student who is registered for a 4 year degree, which includes a one year industrial placement, you will have many opportunities to engage with potential employers and to develop your skills to help you achieve your ideal placement. LUMS is targeted by many placement providers because of the calibre of our students and the training you receive. If you are a 1st year student you will attend our Preparation for Placement course and if you are in 2nd year you should ensure you are registered for your degree’s placement related module.

Finding a Summer Internship Workshop,
15th October 2013, 4pm - 5pm

LUMS Work Experience Fair,
15th October 2013, 12noon - 3pm

Contact: Rory Daly rdaly@lancaster.ac.uk

Final Year Students
As you return to your final year of study you may find it useful to book a 1-1 appointment with Louise to review your career options and think about your next steps after graduation. There will also be lots of opportunities to meet graduate employers and take part in employability workshops. We would strongly recommend that you develop a Linkedin Profile and contact us to take advantage of our extensive alumni networks.

Contact: Louise Briggs l.a.briggs@lancaster.ac.uk

Postgraduates
Whether you are considering the UK or overseas you will have access to dedicated careers support to help you plan, execute and review your career strategy. Start your research early. Access our specialist online resources to prepare an effective CV/Application, practise psychometric tests and watch graduate interviews and assessment centre videos. Use all the resources available to you, network with employers and alumni on campus and online, attend events and activities and come along to regular PG drop-in clinics or book an appointment for a longer careers consultation. Invest your limited time and energy wisely and start becoming strategic about your career.

Contact: Ajaz Hussain a.hussain1@lancaster.ac.uk
Career Resources

The LUMS Career Zone – for all your career planning needs! We have vacancy lists, opportunities for work experience, information about roles, sectors and really useful guides and events to help you through all stages of the application process. We also have PCs for you to complete on-line application forms, practice psychometric tests and a range of books and paper based tests which you are welcome to borrow from our office, A127 LUMS.

Destinations
An online careers resource which takes you through every aspect of searching for and applying for a job. With example CVs and interview questions and lots of advice this is a really fantastic resource.
www.lums.lancs.ac.uk/destinations

TARGETconnect
To search for jobs and work experience opportunities, sign up to employer events and skills workshops please visit the Jobs, Internships and Vacancies pages at https://lancaster.targetconnect.net

Practice Psychometric Testing On-line
Many employers include psychometric testing as part of their recruitment process and we have teamed up with Profiling for Success to enable you to gain practice of the common tests on-line. You’ll receive the results direct to your email.
For further details www.lums.lancs.ac.uk/psychometrics

10 Minutes With…
An educational website, designed for students of universities and business schools. Every week interviews are held with senior directors in various roles where they are asked to explain their jobs and day-to-day activities in exactly 10 minutes. The interviews will help you understand the true nature of different roles and skills they require before launching specific career paths. Quite simply, 10 Minutes With helps students understand what working in a particular function would look like.
www.lums.lancs.ac.uk/careers/10-minutes-with

Going Global
Searching for jobs as far away as China, India, Australia or USA or nearer in the UK or Europe… Going Global is a useful resource which allows Management School Students to:
- Search job or internship vacancies in any country in the world, clarify work permit and visa issues
- Find out how to write an effective CV
For further details www.lums.lancs.ac.uk/goingglobal

Career Videos & Moodle
Visit our Moodle pages at: https://modules.lancs.ac.uk/course/view.php?id=6296# for lots of information and resources including helpful videos covering each stage of the recruitment process.
Library Resources

The library subscribes to many databases which enable you to research current information about companies, share prices, news stories etc. Use this information for application forms and interviews to ensure you stand out from other applicants.

**Key Note** – Provides data on over 7 million UK companies, Directors and Shareholders. Over 1000 in depth market research reports on a wide range of industries and products.

**Global Market Information Database (Passport GMID)** – Produced by Euromonitor, this database includes information on market size and market forecasts, consumer, brand and company data and full text market reports.

**Datamonitor360** – Provides access to two major databases:
- **Business Insights**: provides information on leading companies worldwide and focuses on the major industries.
- **MarketLine**: provides profiles on 10,000 companies, 2,000 industries and 50 countries

**International Directory of Company Histories** – Histories of companies that are a leading influence in a particular industry or geographic location.

Over 11,000 companies are detailed. Information on mergers and acquisitions, marketing and much more.

**Bankscope** – A database of 27,600 banks worldwide. Information on over 27,600 (13,200 US) banks around the world including 16 years of detailed accounts, ratios, ratings and rating reports, ownership, country risk & country finance reports.

**Hoovers** – Complete access to the Hoover’s business information database of more than 85 million companies, 100 million contacts and 900 industry segments.
Explore Employers & Job Opportunities

**PricewaterhouseCoopers – Coffee & Cakes**
An opportunity to talk informally to a member of our recruitment team over a coffee and a cake, regarding any recruitment queries or concerns that you have. You could walk away with some great ideas about your future. It doesn’t matter what year you’re in, we have opportunities for students in every year group.

**Civil Service HR Fast Stream Presentation**
HR Fast Stream is a demanding three-year programme, which offers you the opportunity to train as an HR professional and prepares you for a range of senior HR roles. We are looking for future leaders of the Civil Service, and the roles you fill will be high impact and provide a challenging environment for your development.

**KPMG drop-in day**
All student year groups, all degree disciplines! It’s only a year or two since the KPMG trainees on hand were in your position, researching different career options to ensure they chose the right programme and right employer for them. KPMG’s people are in the perfect position to chat through their own transition from university to employment and answer any queries you may have about KPMG’s business areas and career options. Should you decide to apply, a drop-in is the perfect place to pick up a few helpful hints and tips about the KPMG recruitment process!

**Lloyds Banking Group Presentation**
When you’re looking at a challenging future, sometimes it’s hard to commit. Here at Lloyds Banking Group, we don’t have that problem. We’re on a mission to become the UK’s Best Bank for Customers. And every day, we take actions that bring us closer to our goal.

Our Graduate Leadership Programme is designed to help the most talented individuals, who are expecting a 2:1 degree or higher, fulﬁl their potential. It’s not all about ﬁnance and banking. We have range of programmes and we’re looking for an equally diverse cohort of graduates to join us.

**Dates and Times**
- **PricewaterhouseCoopers – Coffee & Cakes**
  - Date: 8th October 2013
  - Time: 11am – 2pm
  - Venue: LUMS Hub Café

- **Civil Service HR Fast Stream Presentation**
  - Date: 11th October 2013
  - Time: 12noon - 1pm
  - Book your place at: www.lums.lancs.ac.uk/events/careers

- **KPMG drop-in day**
  - Date: 14th October 2013
  - Time: 11am – 3pm
  - Venue: LUMS Hub Café

- **Lloyds Banking Group Presentation**
  - Date: 14th October 2013
  - Time: 6pm
  - Venue: LUMS LT3
  - To find out more and register your interest visit, http://www.lloydsbankinggroup.com/home.asp
LUMS Work Experience Fair

Undertaking summer internships, year placements or carrying out voluntary work are all great ways of gaining valuable experience and improving your CV. Visit this fair and chat to employers and careers consultants about the opportunities on offer in 2014.


**Duration:** 3 hours  
**Time:** Drop in anytime between 12noon – 3pm  
**Date:** 15th October 2013  
**Venue:** LUMS Hub Café

Unilever Presentation

This event will offer you an exciting opportunity to meet Ben&Jerry’s brand manager Rhodri Morgan (a former Lancaster student) and hear from him and other Unilever employees about the company and what working for Unilever means to them. Come along for this breath-taking talk and the opportunity to ask Rhodri any questions to do with Unilever and the Ben&Jerry’s brand.

**Date:** 15th October 2013  
**Time:** For event timings please visit www.lums.lancs.ac.uk/events/careers  
**Book your place at:** www.lums.lancs.ac.uk/events/careers

IBM Presentation & Networking Evening

This is an opportunity to gain a more in-depth insight into IBM as an organisation and the different recruitment schemes we have to offer.

Moreover, you will be able to meet an IBMer with Industry experience, which also provides a valuable networking opportunity not to be missed.

**Date:** 15th October 2013  
**Time:** 6pm  
**Venue:** LUMS LT4  
**Book your place at:** www.lums.lancs.ac.uk/events/careers
Mazars Presentation

We make a difference. From the first day you arrive at Mazars, you will be welcomed with rewarding work, a good client list and supportive colleagues – all the crucial ingredients you need to inspire and educate you as you study for your qualification.

You’ll make a difference. If you join us, you can be certain there is plenty of scope for you to make a difference too!

...together we'll make a difference!

Date: 16th October 2013
Time: 1pm - 2pm
Venue: LUMS LT4

Finance, Business and Consultancy Fair and visit Graduate Employer Offices.

We will be providing a free coach to this national fair for graduate careers and student work experience for those interested in a career in finance, business or management consultancy.

All exhibitors have graduate vacancies for autumn 2014, some have work experience opportunities and some have jobs with immediate starts.

A diverse range of companies are represented with hundreds of vacancies and they want to target you! Whilst in Manchester there will also be an opportunity to visit the offices of PricewaterhouseCoopers.

Date: 17th October 2013
Time: 9am – 4pm
Venue: G-MEX Centre, Manchester

TeachFirst Presentation

Teach First is an influential charity aimed at addressing one of the UK’s most damaging social issues educational disadvantage. We recruit exceptional graduates into a two-year leadership programme during which they become classroom teachers, engage and inspire young people, and develop the skills and behaviours to take up leadership positions in education, industry and the third sector.

It’s time to make a difference and to invest your talents in changing lives and achieving something lasting. Right now you have a lot of options. In deciding what to do next ask yourself where you can make the greatest impact? Where can you start making a difference from your very first day and be remembered for years to come? Where can you literally transform the future, for others and for yourself? It’s time to join in. It’s time to stand out.

Date: 15th October 2013, 6pm
30th October 2013, 4.30pm - 6.30pm
Book your place at: www.lums.lancs.ac.uk/events/careers

www.teachfirst.org.uk

Remembered for years to come? Where can you literally transform the future, for others and for yourself? It's time to join in. It's time to stand out.
China Employer Fair
This one day event for Chinese and Chinese speaking students will focus on careers in finance, business and management sectors. You will learn about the Chinese graduate jobs market, attend employability insight seminars and have the opportunity to network with recruiters and organisations. Places are limited and transport is FREE.

Bank of England – drop-in day
The Bank of England will be visiting Lancaster University Management School. As the country’s central bank we look at all aspects of the economy and now also the regulation of the UK’s major financial institutions. If you would like to find out a bit more about what we do, see what career paths we have and maybe just chat to some of our employees do drop-in and see us. We look forward to seeing you there.

Date: 26th October 2013
Time: 9am – 4pm
Venue: University of Manchester
Book your place at: www.lums.lancs.ac.uk/careers/events

Deloitte Autumn Presentation – Careers
Life at Deloitte is one of continuous change and growth. From the projects you work on, to the people you work with, to the opportunities you’re given, you’ll be stretched and challenged and exposed to new ideas like never before.

Right now in the UK we have over 13,000 people who can offer expert advice and services in Audit, Tax, Consulting and Corporate Finance – all working together to make a positive impact on our clients.

All with the aim of helping us build a stronger, more sustainable society.

Date: 21st October 2013
Time: 6pm
To find out more and register your interest visit, www.deloitte.co.uk/careerrevenings

With great support from the LUMS Careers Team, our Deloitte China “Overseas China Campus Recruitment” program attracted high quality applications last year from LUMS. We look forward to exploring innovative ways in which we can further build on our strong relationship in the coming years.”

Deloitte
Career Opportunities Fair

Our Career Opportunities Fair is one of the best ways to find graduate appointments in your area of interest. It provides an excellent opportunity to meet potential employers face to face and market yourself to your chosen industry.

Whether you are looking for work experience, full-time graduate vacancies, internships or are merely interested in finding out more about career prospects in general, attending the Fair will help you to increase your awareness about career opportunities!

Visit the Careers Service stand on the day to find out more! For further information http://careersfair.lancs.ac.uk/

Date: 30th October 2013
Time: Open 11am – 3.30pm
Venue: Great Hall

IBM Drop-in day

If you have a burning question or just fancy a chat with an employee who has in-depth knowledge and experience of the various recruitment scheme application processes, IBM will have a stand within LUMS and speak with students on a one to one, ad-hoc basis.

Date: 29th October 2013
Time: 10.30am - 4pm
Venue: LUMS Hub Café

Speed Networking!

Not quite speed dating but every bit as fun! A chance to put your questions to a wide range of employers, including: Nestle, Network Rail, Centrica, IBM, PwC, Rolls Royce, Mazars, Jaguar LandRover, Lloyds Banking Group, EY & RBS. There will be refreshments, a quiz and lots of opportunities for networking.

Duration: 2 hours
Time: 6pm – 8pm
Date: 29th October 2013
For: Final year & postgraduate students
Book your place at: www.lums.lancs.ac.uk/events/careers
ICAEW Presentation & Skills Session – Careers

Do you know what employers are looking for?

Come join ICAEW at this session where we’ll talk about and explain soft skills, behaviours and the key words employers look for in the application process. You will be given especially CV tips and encourage you to start thinking about how you can recognise those skills and activities that you have been involved during university or outside of.

www.icaew.com/careers

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Date: 31st October 2013
Time: 1pm – 2.30pm
Book your place at:
www.lums.lancs.ac.uk/events/careers

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Dinner with PwC

Tuck into an exclusive meal and enjoy an in-depth chat about your future. Spend quality time with some of our senior people network with recent graduate joiners, and pick the brains of our recruitment team, gain a deeper insight into what goes on in the different areas of our firm and where you’d fit in.

You'll also find out what we look for in our graduates, why others chose to join us and what their experience has involved so far.

We believe that PwC is the first choice for a career in business. And we're proud to say that students agree, voting us number one in The Times Top 100 Graduate Employers survey for ten years running. Now you have the chance to make up your own mind.

Date: 7th November 2013
Time: 6.30pm
Book your place at:
www.lums.lancs.ac.uk/events/careers
**CIMA Business Game**

CIMA (the Chartered Institute of Management Accountants) would like to offer you the fantastic opportunity to attend a free interactive Business Game aimed at helping you with your career.

CIMA is the world’s largest professional body of management accountants, offering the most relevant finance qualification for business. By attending you will:

- Gain an opportunity to use your business skills and how this links in to CIMA and management accountancy
- Put yourself in the shoes of a management accountant for a day
- Be part of a team to look at a top CIMA case study and be key decision makers
- An opportunity to put the Business Game on your CV
- Enhance you employability skills and give you a topic to talk about at interviews

Use as a practice session for Employer Assessment Centres

Walk away with a much improved understanding of business and CIMA

CIMA are also offering a great deal to make your CV stand and enhance your chances of securing an internship, placement or full time job.

Students are being given an opportunity to register as a CIMA student for a one off payment of £20 and will not be charged any annual subscription until the January after they graduate. Registered students will benefit from all the resources available to CIMA students as well as being able to put this on their CV!

**Date:** 18th November 2013  
**Time:** 12noon – 1pm  
**Book your place at:**  
www.lums.lancs.ac.uk/events/careers

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**Dinner with Industry – Bright Futures**

The Dinner with Industry is the largest society careers event at Lancaster, bringing together students and top graduate employers to enjoy a three-course meal together at Lancaster House Hotel.

The event is organised by the Bright Futures Society, and is an excellent chance to network with representatives from leading companies including PwC, Deloitte, Centrica, Rolls-Royce, Barclays - and more! The Dinner with Industry is an event not to be missed - whatever year or degree - so book your place now and get suited up for an evening of food, drinks, discussion and opportunities.

Please contact Bright Futures at brightfutures.lancaster@gmail.com and buy your ticket today, and keep up-to-date with new company guests and further information at our Facebook page (FB.com/lancasterbrightfutures).

**Date:** 21st November 2013  
**Time:** 6.30pm  
**Further details:**  
brightfutures.lancaster@gmail.com
IBM Technology Presentation

This presentation will have a senior IBM speaker talking about some of the latest and most innovative technologies at IBM.

The event will conclude with a summary of the different graduate and student schemes available, as well as the opportunity to ask some questions.

**Date:** 26th November 2013  
**Time:** 3pm - 5pm  
**Book your place at:**  
www.lums.lancs.ac.uk/events/careers

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IBM Women in Consulting

This event will provide an insight into IBM’s Consulting Division with a view to inspiring more female LUMS students to apply to the Graduate programme.

The event will primarily be conducted in a Workshop format followed by an informal networking dinner.

**Date:** 26th November 2013  
**Time:** 5pm - 8pm  
**Book your place at:**  
www.lums.lancs.ac.uk/events/careers

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Meet the Employer Event

Come along to this event and meet graduate employers from a wide range of organisations who have been invited as they offer great opportunities for Management School students. Receive valuable feedback and advice about how to succeed in the recruitment process. Regular attendees include Accenture, ALDI, Allianz, CIMA, CSC, Deloitte, Enterprise-rent-a-car, EY, GSK, HP, HSBC, IBM, ICAEW, Informed Solutions, J&J, Latitude, Lloyds Banking Group, Muller, Northern Gas Networks, PwC, RBS and Skills Alliance.

**Date:** 4th February 2014  
**Time:** Drop in anytime between 11am – 2pm  
**For:** All Students  
**Venue:** LUMS Hub Café
Explore Careers in...

During the academic year there will be plenty of opportunity to explore what it is like to work in different professions from the people working in those sectors. Check our events pages and come and find out more. www.lums.lancs.ac.uk/events/careers

Accountancy, Banking & Finance
Employment opportunities in accountancy, banking and finance are grouped into:

Accountancy and finance - employ more than 1 million people who work in audit, tax and accountancy businesses as well as in financial functions within other organisations.

Banking and building societies - enable individuals and organisations to manage money, access loans and conduct business in the UK and overseas.

Financial planning - focuses on the provision of advisory services and supporting people and organisations to plan their financial futures.

Insurance - businesses work closely with other professionals, such as doctors, lawyers and fire officers, to gather evidence to assess risk and resolve claims against insurance policies.

Investments and pensions - research the likely performance of funds and advise asset managers. Key functions carried out by investment companies are trading and stockbroking, alongside performance measurement, investment support, valuation, risk assessment and data management.

Human Resources
A career in Human Resources offers a broad variety of work from determining training needs within an organisation to constructing and delivering appraisal systems and the management of grievance and disciplinary procedures.

Marketing, Advertising & PR
The marketing, advertising and PR sector is a fast-paced environment and typically recruits graduates who are excellent communicators, with strong organisational skills and a creative flair. Graduate opportunities exist throughout the UK, particularly in larger cities.

Management Consultancy
Consultants advise organisations and help them solve problems and enhance their capabilities. Businesses need advice on a wide range of issues including:

- financial management
- human resources (HR) management
- information technologies
- operational management
- strategy and planning
Professional Services

Professional Services Firms provide specialist advice and solutions to their clients and are one of the largest recruiters of graduates in the UK. The roles include accountancy, business consultancy, business development and taxation.

“Just a quick email to let you know that I have received an offer from Teach First. I'm absolutely thrilled and wanted to thank you for all the help I received.”

Sophie Forster - BBA Hons Management 2014

Retail & Sales

The retail sector is the UK’s largest private employer. Employment opportunities in retail and sales are grouped into:

- customer service
- distribution, logistics and supply chain
- finance
- human resources
- IT and e-commerce
- marketing/advertising
- merchandising/buying/planning
- product development
- sales
- store operations/management
Employability Skills & Personal Development Workshops

“I am thrilled to announce to you that I have received an offer from PwC as a tax associate in Qatar (Doha). I am extremely thankful for all the advice and guidance you have given me throughout the year.”

Pierre Emmanuel – MSc Finance 2013

Work Experience

Industrial Placement Application Skills Development Workshop
This workshop, facilitated by Pricewaterhouse Coopers will provide you with hints and tips on how to successfully complete application forms and prepare for on-line tests.

Date: 15th October 2013
Time: 3pm - 4pm
For: LUMS Placement Students

Finding a Summer Internship
Many graduate employers recruit students who have undertaken internships with them at the end of their penultimate year. This workshop enables you to explore the many opportunities to gain an internship in summer 2014. You will learn how to research opportunities and how to apply effectively.

Dates: (choose either)
15th October 2013, 4pm - 5pm
5th November 2013, 2pm – 3pm
For: Penultimate year students
CVs, Application Forms & Cover Letters

**CVs, Application Forms and Cover Letters – All you need to know!**

Approximately 60% of all applications to graduate employers fail. This workshop provides top tips on how to complete winning CVs, application forms and cover letters. Learn what employers are looking for and how to improve your prospects of proceeding to the next stage in the selection process.

**Dates:**
- 16th October 2013, 12noon – 1pm
- 31st October 2013, 11am – 12noon
- 3rd December 2013, 4pm – 5pm

**Duration:** 1 hour

**Book your place at:**
[www.lums.lancs.ac.uk/events/careers](http://www.lums.lancs.ac.uk/events/careers)

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**Succeed at Psychometrics**

Over 70% of employers use psychometric tests. In this session you will undertake a mock psychometric test under exam conditions. You will then receive feedback from a graduate employer. This session provided by PwC will provide you with top tips to help you succeed with aptitude & personality tests.

**Date:** 7th November 2013

**Duration:** 1 hour

**Book your place at:**
[www.lums.lancs.ac.uk/events/careers](http://www.lums.lancs.ac.uk/events/careers)

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Assessment Centres & Interviews

**Surviving Assessment Centres**

Looking for hints and tips on how to be successful during assessment centres? Scared at the thought of attending your first one? Join us at this session in which we will run through some best practices and common pitfalls to avoid when attending assessment centres. Also, you’ll be given the opportunity to participate in a live assessment centre and receive some real feedback from people who assess applicants on a daily basis. Don’t miss out!

**Dates:**
- 18th October 2013, 5pm – 6pm
- 7th November, 12noon – 1.30pm
- 26th November 2013, 5pm – 7.30pm

**For:** All students

**Book your place at:** [www.lums.lancs.ac.uk/events/careers](http://www.lums.lancs.ac.uk/events/careers)
Assessment Centre & Interview Skills Development Workshop – IBM

This event builds on October’s Application Skills Workshop and focuses on the latter parts of the recruitment process; namely the Assessment Centre and Interview stages.

Students will be able to gain key insights into how to prepare and practice for real life situations, based on useful hints and tips.

Date: 26th November 2013  
Time: 1pm – 2pm  
Venue: LUMS  
Book your place at:  
www.lums.lancs.ac.uk/events/careers

Deloitte e-tray skill session

Want to find out how to prepare effectively for an inbox exercise and what to expect?

Come along to our interactive session where you will learn how to approach the exercise and have the chance to practice on a paper-based version.

We’ll provide you with valuable hints and tips and give exclusive insight into what graduate recruiters really look for when assessing your potential.

Date: 21st October 2013  
Time: 1pm – 2pm  
Venue: LUMS Executive Development Suite A217  
Book your place at:  
www.lums.lancs.ac.uk/events/careers

“Deloitte works with over 25 top universities across the UK. I can say with confidence that the LUMS Careers Team excels in supporting students, linking them to the alumni network and managing strong and enduring relationship with a large number of recruiters. This is evidenced by the fact that LUMS successfully places 120 students each year onto leading industrial placement programmes.”

Mark Shaw | Partner | Deloitte
How to Succeed at Interviews

This workshop explores what makes a ‘good’ interview, examines what employers are looking for and how to demonstrate that you have the appropriate skills.

There will be opportunity to practice interview questions in a safe environment and learn techniques to help you succeed.

Date: (choose either)
Session 1: 13th November 2013, 12noon – 1pm
Session 2: 3rd December 2013, 5pm – 6pm
Session 3: 23rd January 2014, 10am – 11am
For: All Students
Book your place at: www.lums.lancs.ac.uk/events/careers

James Pirie - BSc (Hons) Business Studies 2012

“ I would like to say a massive thank you to the LUMS Careers Team. When I look back on the past few months with Lloyds Banking Group, the opportunities I have had and those available to me in the future I can't believe how lucky I am. It took a lot of hard work but without your help things could have been very different. ”

Unilever Skills Development Series

About the series

Unilever Skills Series is a whole-afternoon event consisting of 4 separate workshops:

- Application Form
- Interview Skills and Competencies
- Commercial Awareness
- Assessment Centre

Each workshop will last for 1 hour and will deliver practical advice and give you the opportunity to practice in preparation for your applications and interviews. You are allowed to sign to 1 or all of the 4 but you will need to sign for each of these sessions individually. There is also an opportunity to network in the breaks after the second and the final sessions.

This series will be repeated on three dates throughout the academic year.

For more information please visit: www.lums.lancs.ac.uk/events/careers
Mock Assessment Centre & Interview Skills Workshop

EY’s interactive session provides guidance, tips and insights into assessment centres and interviews. The three hour long session will equip you with the skills you need to succeed at assessment centres and interviews and give the opportunity to practice in a safe environment. You will receive feedback on your performance and we will help you to identify your individual strengths.

Join our interactive session led by our graduate recruitment experts to get a head start! You can have all your recruitment questions answered, get some interview and group exercise practice and gain valuable insight into the recruitment and selection process.

Dates: 15th October 2013
Time: 4pm - 7pm
For: All students
Book your place at: www.lums.lancs.ac.uk/events/careers

Personal Development Skills Sessions

Myers-Briggs Personality Type Indicator (MBTI)

MBTI is a tool designed to help you understand your personal preferences. This information will enhance your understanding of yourself, your motivations, your natural strengths and your potential areas for growth. MBTI is used to highlight what kinds of work you might enjoy and be successful at doing.

Dates: 31st October 2013, 2pm – 3pm
29th November 2013, 10am – 11am
29th January 2014, 12noon – 1pm
Duration: 1 hour session followed by 1-1 appointment for results and analysis
For: All Students
Book your place at: www.lums.lancs.ac.uk/events/careers

Ethical Approaches to Careers

Surveys of UK students have demonstrated that over 70% believe a company’s ethical approach to be a determining factor when they are assessing potential employers. This workshop will outline some ways in which large employers are placing greater emphasis on ethical approaches and how you can evaluate these as part of your careers research.

Date: 4th November 2013
Time: 1pm – 2pm
For: All Students
Book your place at: www.lums.lancs.ac.uk/events/careers
Creative Thinking Workshop

This workshop will demystify ‘creative thinking’, a skill commonly requested by graduate employers. Come and find out:-

➜ What is it and why telling a joke is the same as creative thinking
➜ Why it’s vital for business and career planning
➜ Some creative thinking techniques that will condition the brain to be more creative
➜ How to judge whether or not your ideas are good ones
➜ Some great examples of creative thinking using these techniques

Why do you want that job?

What is that motivates you in your search for a graduate job? There are some obvious answers but have you ever reflected on the direction your career is going and why that might be so? This session will give you an opportunity to explore the personal motivations behind your career choices and, if you are unsure of what your next steps might be, to identify your options.

Date: 1st November 2013
Time: 1pm – 2pm
For: All students
Book your place at:
www.lums.lancs.ac.uk/events/careers

Date: 19th November 2013
Time: 1pm – 2pm
For: All students
Book your place at:
www.lums.lancs.ac.uk/events/careers
Marketing Yourself

Creating your Professional Online Brand with LinkedIn

Connecting 161 million professionals worldwide across 200 countries, LinkedIn - the ‘Facebook for professionals’ is one of the largest professional networks on the internet. This session will introduce the key features of LinkedIn and how to create an impressive profile, presenting your profile, skills, qualifications and interests, while helping you to clearly articulate a career goal and achieve high visibility from online search engines.

**Date:** 5th November 2013  
**Time:** 2pm – 4pm  
**For:** All Students  
**Book your place at:**  
www.lums.lancs.ac.uk/events/careers

Using LinkedIn for Job Search

Now that your profile is complete, this session will explore how to use LinkedIn to achieve a clearly defined career goal and identify who would be able to support you in achieving your goal. You will learn how LUMS’ students have used LinkedIn to achieve career success, understand the search function and how to connect with potential recruiters and get introductions.

**Date:** 21st November 2013  
**Time:** 1pm – 3pm  
**For:** All students  
**Book your place at:**  
www.lums.lancs.ac.uk/events/careers
International focus

Working in the UK, Visa Rules and making UK job applications
This session is specifically designed for international students regarding current legislation about working in the UK, including the new Tier 1 (Graduate Entrepreneurship) route. You will be able to ask questions to a qualified adviser on queries about seeking employment in the UK. This session will be facilitated by the International Student Adviser and LUMS Postgraduate Careers Adviser.

Date: 16th October 2013
Time: 6pm – 7pm
For: All students
Book your place at: www.lums.lancs.ac.uk/events/careers

Global Careers for Finalists
Focus Europe, Asia and Africa
It is never too early to research your global career. This unique Saturday programme is informed by Careers visits to Europe, Asia and Africa. You will learn about the key elements and understand the successful behaviours necessary to launch your career abroad.

➜ Using LUMS resources to launch your global career
➜ The Jobs Market: Europe, Asia and Africa
➜ CVs/Resumes and Applications
➜ Interview Skills and Assessment Centres
➜ International Approaches to Networking

In partnership with LUMS overseas partner institutions, global employers and international alumni.

For: Postgraduate and final year undergraduate students
For further details: www.lums.lancs.ac.uk/events/careers
A great way to develop the transferable skills graduate employers are looking for is to join a student club or society. Find out about the huge choice available at http://my.lusu.co.uk/societies

Below are some that may particularly interest LUMS Students.

**LUMSA**

LUMSA aims to bring together student representation in the Management School, and through resolving issues amongst groups – for example, societies – improve overall student experience. LUMSA also organises the annual Red Rose Business Weekend – an opportunity to showcase Lancaster’s finest business talent. Although LUMSA unites the societies, they are involved in different activities:

For further details visit: http://www.lums.lancs.ac.uk/undergraduate/lumsa/
Email: lumsa@lancaster.ac.uk

**Bright Futures Society**

The Bright Futures Society is all about ‘employability’, i.e. making top companies want to employ you! Our events focus on developing your employability skills, including; teamwork, communication, leadership & problem solving, enhancing your commercial awareness and providing meaningful networking opportunities. We’ve got some great events planned for this year - including our annual ‘Dinner with Industry’, which brings together students and employers to enjoy a three course meal - and we hope to see you there! Together we can all prepare for a bright future.

For further details visit: http://lancaster.brightfutures.co.uk/

**Economics Society**

The Economics Society is a popular academic society at Lancaster University offering a great variety of events such as debates concerning current affairs, research insights, module talks and trips to the Bank of England and the Warwick Economics Summit. Thereby, it gives its members the opportunity to enhance their academic skills, to gain insights into research in Economics and to actively participate in discussions on current affairs in economics. Furthermore the Economics Society helps its members with their degrees and careers choices.

For further details visit: http://economics.lusu.co.uk/
Or contact us: economics.society@lancaster.ac.uk
**Lancaster Entrepreneurs**

Inspiring students through engaging talks by successful entrepreneurs, creative workshops and networking events.

Visit: [www.lancasterentrepreneurs.co.uk](http://www.lancasterentrepreneurs.co.uk/)

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**Enactus Lancaster**

One of over 1700 teams worldwide that aims to have real impact, both in the local community and globally, by transferring entrepreneurial knowledge in its projects. Join this award-winning student team and add value to your CV while experiencing something different at university! This is a tremendous opportunity to develop team-working and leadership skills, network with like-minded students and business professionals, and be involved in a global student movement sponsored by over 40 top graduate recruiters!


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**Marketing Society**

Lancaster University Investment and Finance Society is the largest society at Lancaster University with over 1,000 members. Our aim is to increase our member’s financial knowledge and awareness of the opportunities available to them in the city. Through our partnership with several investment banks and financial institutions, we are able to give our members the exposure to such firms, increasing both their commercial awareness and employment prospects. Members also have access to our newsletters and resource centre providing them with valuable careers advice, market news and insight into the different areas of finance.

For further details visit:  
[www.studentsmarketing.co.uk](http://www.studentsmarketing.co.uk)  
[www.facebook.com/students.marketing](http://www.facebook.com/students.marketing)  
or email: marketing.soc@lancaster.ac.uk

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**Advertising Society**

Gain experience and insights about the Advertising industry through hands-on experience, guest talks and other events.

Email: advertising@lancaster.ac.uk

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**Investment and Finance Society**

Lancaster University Investment and Finance Society is the largest society at Lancaster University with over 1,000 members. Our aim is to increase our member’s financial knowledge and awareness of the opportunities available to them in the city. Through our partnership with several investment banks and financial institutions, we are able to give our members the exposure to such firms, increasing both their commercial awareness and employment prospects. Members also have access to our newsletters and resource centre providing them with valuable careers advice, market news and insight into the different areas of finance.

For further details visit:  
[http://www.luifs.co.uk/](http://www.luifs.co.uk/)  
Email: luifs@lancaster.ac.uk

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**LUMS Societies Week**

LUMS Societies Week is a week long programme of events held by the societies of the Management School. The week showcases the many fantastic societies we have in LUMS allowing you to get a taster of the career events organised throughout the year and to get involved with the societies.

Date: 21st - 25th October 2013 (week 3)
Interested in volunteering or starting your own business?

LUSU involve
LUSU involve offers opportunities for students to volunteer or run a project in the local community; volunteer overseas; and to start your own business:

Volunteer
We have tons of opportunities to volunteer with schools, vulnerable adults, charities and even internationally, as well as the possibility to create a project that benefits students and the community from your own idea.

Enterprise
LUSU involve offers students who want to start their own business the opportunity to do so via a wealth of business advice, contacts and start-up funding. If you have an idea you want to make a reality or even if you don’t have an idea but want to try running a business we can still help you! E-mail Joe Bourne: j bourne@lancaster.ac.uk for more information.

Green Lancaster
If you are particularly interested in environmental volunteering, such as supporting a community orchard or helping us maintain our organic garden and free range chickens then come to Green Lancaster to find out more.

To find out more about any of the above go to http://involve.lusu.co.uk/ or just come to one of our intro talks!
Want to know more about a company or job?

Ask those with first-hand knowledge.

The LUMS’ Career Contacts network can put you in touch with 100+ alumni, willing to give informal advice about their role, the company they work for and tips to get started in your career.

Contact Careers, Alumni & Employer Relations for more details.
caer@lancaster.ac.uk
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<thead>
<tr>
<th>Event</th>
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<tr>
<td>City Careers Weekend Investment &amp; Finance Society</td>
<td>5 October 2013</td>
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<td>PriceWaterhouseCoopers – Coffee &amp; Cakes</td>
<td>8 October 2013</td>
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<td>Civil Service Fast Stream Presentation</td>
<td>11 October 2013</td>
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<td>KPMG Drop-In Day</td>
<td>14 October 2013</td>
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<td>Lloyds Banking Group Presentation</td>
<td>14 October 2013</td>
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<td>LUMS Work Experience Fair</td>
<td>15 October 2013</td>
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<td>Unilever Presentation</td>
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<td>Teachfirst Employer Presentation</td>
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<td>IBM Presentation &amp; Networking Evening</td>
<td>15 October 2013</td>
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<td>Finding A Summer Internship Workshop</td>
<td>15 October 2013</td>
<td>4pm - 5pm</td>
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<td>EY Mock Assessment Centre &amp; Interview Skills</td>
<td>15 October 2013</td>
<td>4pm - 7pm</td>
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<td>Application Skills Development workshop for LUMS Placement Students</td>
<td>15 October 2013</td>
<td>3pm - 4pm</td>
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<td>Assessment Centres &amp; Interviews Skills Development Workshop</td>
<td>15 October 2013</td>
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<td>Mazars Presentation</td>
<td>16 October 2013</td>
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<td>CVs, Application Forms And Cover Letters – All You Need To Know!</td>
<td>16 October 2013</td>
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<td>Global Careers For Finalists</td>
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<td>PwC Office Visit</td>
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<td>Finance, Business And Consultancy Fair</td>
<td>17 October 2013</td>
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<td>Bank Of England Drop-In Day</td>
<td>18 October 2013</td>
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<td>Surviving Assessment Centres</td>
<td>18 October 2013</td>
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<td>LUMS Societies Week</td>
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<td>Deloitte E-Tray Skills</td>
<td>21 October 2013</td>
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<td>Deloitte Autumn Presentation</td>
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<td>PwC Society Quiz Night</td>
<td>25 October 2013</td>
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<td>China Employer Fair</td>
<td>26 October 2013</td>
<td>10.15am - 3pm</td>
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<td>Speed Networking!</td>
<td>29 October 2013</td>
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<td>IBM Drop-In Day</td>
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<td><strong>October 2013</strong></td>
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<td>Teachfirst Employer Presentation</td>
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<td>Career Opportunities Fair – Great Hall</td>
<td>30 October 2013</td>
<td>11am - 3.30pm</td>
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<td>ICAEW Presentation &amp; Skills Session</td>
<td>31 October 2013</td>
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<td>CVs, Application Forms And Cover Letters – All You Need To Know!</td>
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<td>Dinner With PWC</td>
<td>7 November 2013</td>
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<td>How To Succeed At Interviews</td>
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<td>CIMA Business Game</td>
<td>18 November 2013</td>
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<td>Using LinkedIn For Job Search</td>
<td>21 November 2013</td>
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<td>Dinner With Industry – Bright Futures</td>
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<td>IBM Technology Presentation</td>
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<td><strong>February 2014</strong></td>
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<tr>
<td>Meet The Employer Event</td>
<td>4th February 2014</td>
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Just a few of the organisations employing LUMS students in 2013


Lancaster University Management School
Careers, Alumni and Employer Relations
Lancaster LA1 4YX United Kingdom

www.lums.lancs.ac.uk/careers

YOUR FUTURE. YOUR CHOICE