

# Employability within higher education

## Workshop plan – 1 hour-long workshop

*Use breakout rooms for groups of 5 or 6 to discuss areas below*

### • **Employability frameworks/capitals – 15 minutes**

How do you already/how you could better support individual student development of capitals and agency through the student journey?

(please find a reminder of the different types of capital below)

**Human** - Graduate level knowledge and skills and confident to access the labour market

- Able to apply transferable skills and knowledge
- Ability and understanding to identify job opportunities
- Able to realise job opportunities
- Competent with the job application process

**Social** - Identifying and accessing employment opportunities through development of networks

- Aware of changing work landscapes
- Knowledge of key individuals within the area
- Make and take opportunities
- Build networks within their chosen area
- Develop online networks and profile
- Be bold to promote themselves within their networks

**Cultural** - Cultural awareness within the sector and organisations and how they would fit within this

- How they would add value through extra-curricular activities they have undertaken
- Use a range of mediums to present themselves
- Develop knowledge and understanding of different cultures within their area
- Demonstrate an appreciation of different cultures

**Psychological** - Flexibility and ability to cope with work challenges

- Able to manage and plan around uncertainty within the workplace  
Able to adapt and absorb any setbacks or changes
- Develop their own strategies that work for them to manage workplace stress and challenges
- Have alternative routes for their career as contingencies

**Identity** - Understanding themselves and what they can bring to the job market and what they may want to achieve through their career

- Able to articulate and evidence skills, attributes and experiences but also aware of any gaps that need to be filled
- Consider what is important to them values and motivation wise
- Evidence their strengths but also areas for improvement
- Use placements and other work experiences to ascertain what is important to them
- Use their knowledge and understanding of themselves to establish jobs and careers that will fit their profile
- Reflect and evidence their progress

### • **Employability in your curriculum – 15 minutes**

Suggested questions to consider:

Where is employability embedded within your curriculum? How could you apply the Advance HE strategic components within your curriculum provision? What is the employability journey for your students through your curriculum provision? How do you support student consolidation and metacognition of their learning and employability from the curriculum - reflection? action planning? portfolios?

***Comfort break – 5 minutes***

- **Extracurricular employability – 15 minutes**

Suggested questions to consider:

How do you support students to engage with relevant extracurricular activities? What is your current placement provision for your students? How does your placement provision prepare your students for the future working landscape? How do you support students to evidence and articulate their personal and professional development and employability from their placements and extracurricular activities?

- **General feedback and discussion – 10 minutes**

### **Post session action planning activity**

Please spend time reflecting on and consolidating the content and learning from the keynote presentation and workshop. An action plan offers you the framework to set goals for yourself and colleagues to help fulfil the aims of your 2024-2029 employability strategy (Embed across all curricula; Strengthen connections with alumni and employers; Part of every student experience; Meet diversity within student cohort; Emerging, future thinking and institutional in approach).

#### **Suggested action planning template**

Action planning is an essential part of reflection. It is a process of detailing what you want to achieve, by whom, how you want to achieve it and when you want to achieve it. You need to start with your end goal in mind. What goals are you aiming to achieve as a result of your learning on this session? What steps do you need to follow to achieve that goal? What tasks need to be prioritised? What milestones do you need to set? What resources do you need? Who do you need to help you to achieve the goal? How will you know you have achieved your goal?

Please find an action plan template below that may provide a useful framework for your action plan from this session.

What goal/s do you want to achieve from this session?	Who will help you to achieve your goal/s?	What resources will you need to achieve your goal?	What tasks do you need to undertake to achieve your goal?	What timescale do you need to apply to this goal?	How will you know you have achieved this goal?	Review your action plan to see if you need to set further goals.