



Dear finalist

Congratulations! After years of hard work you're reaching the end of your studies. You should be proud of yourself, we know we are! Remember how you felt when you started University? How brave you had to be? Well, now it's time to be brave again as you leave University and move on into the world of work or further study.



Meet our Employability Coaches. From left to right:
Sally Smith, Vicky Cook, Sally Thompson, Bernie
Grannon, Julia Crooks

How can your Careers Team help?

Whether you need help with a specific query or career plan, don't have a clue what you want to do, or things haven't worked out as you planned, your Careers Network can help. Our friendly team of Coaches are available to chat to, in person, Monday to Friday between 9.30am-12.30pm and 1pm and 4pm. No need to book an appointment; just drop in to the Careers Network. Alternatively, if you prefer, or if you are moving away from Stoke, our Coaches can work with you via email, telephone or Skype.

Coaches can help you:

- work out what you want to do next

- prepare professional, targetted job-hunting materials – like CVs, application forms and LinkedIn profiles.
- learn how to prepare for interviews, assessment centres and tests.
- find jobs
- consider further study
- and lots more

The service is available throughout the year and forever more (no time limit).

And don't forget about eCoach, the University's career portal. You continue to have free access to the resources as a graduate, and can use your University login for a year after leaving. After that, you can register for a new username and password. Go to www.staffs.ac.uk/careersnetwork/ecoach.

Careers Network
Monday-Friday 9am-5pm

Employability Coaches
Monday-Friday 9.30am-12.30pm and 1pm-4pm

Careers Network
Ground floor (next to the Information Point)
Cadman Building
College Road
Stoke on Trent
ST4 2DE
Telephone 01782 294991
Email careersnetwork@staffs.ac.uk