



Career Development Centre Services for Employers

your future. our job.

Career Development Centre

Our Vision Statement:

To be known as a key provider of talent, supporting business growth and development.

Foreword

These are challenging times for all, whether it be the private, public or voluntary sectors, with every organisation facing increasing local and global competition, fluctuations in the economy and financial constraints.

If I were to ask “Are you interested in recruiting the highest calibre of university graduates in the area?” what would your response be? I genuinely believe that an important part of the role of a university careers service is to provide employers with a well of highly employable graduate talent to choose from in growing your business and meeting ever more demanding strategic objectives.

Our services can be tailored to your needs, whether that means recruiting a work-ready graduate, or adding complementary skills to your workforce to complete a short term project. Many employers we work with also take the opportunity to take an active part in an employability workshop, the Employer Mentoring Programme and the University of Derby Award. Through these programmes and workshops you can access students directly allowing them to learn what skills and attributes you are looking for in new recruits.

We’re also pleased to be able to support you in delivering potential aspects of your corporate social responsibility agenda such as enabling community cohesion, social inclusion, retention of talent locally and economic regeneration as a result of working with our students.

Finally, we are able to offer you the opportunity to meet our students through our careers events programme, which includes our Careers Fair and highly successful Volunteering Fair, which is specifically aimed at not-for-profit sector organisations.

If you’d like to find out more about any aspect of our cost effective services and how we may help you deliver aspects of your corporate social responsibility criteria, we’d be delighted to hear from you.

Celia Beizsley
Assistant Registrar

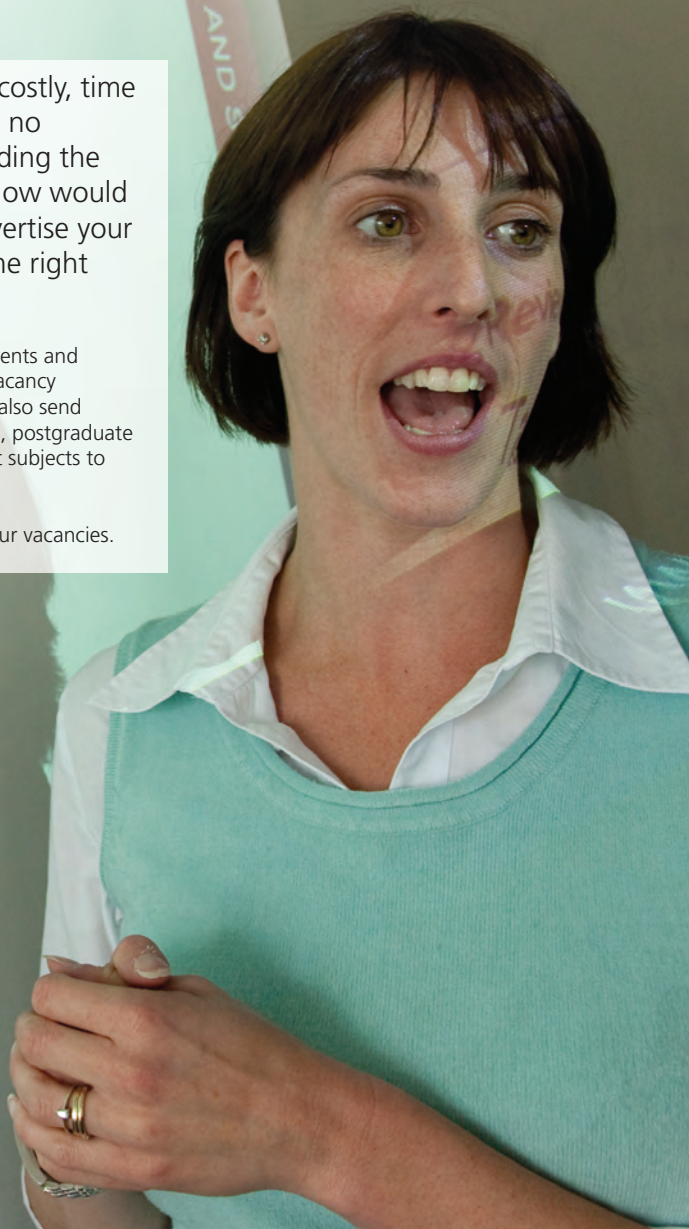


Advertising your graduate jobs and work placements

Recruiting staff can be a costly, time consuming exercise, with no guarantee of actually landing the right candidate after it. How would you like to be able to advertise your jobs **free of charge** to the right target audience?

We can advertise your jobs to students and graduates on our highly popular vacancy database. At your request we can also send targeted emails to undergraduates, postgraduate students and graduates of relevant subjects to promote your vacancy.

Email careers@derby.ac.uk with your vacancies.



Recruiting a graduate intern

A graduate intern is a recently qualified graduate who undergoes supervised practical training with an employer to gain real experience for between 3 months and 1 year.

Our graduate intern scheme has proved to be extremely successful, with over 70% of interns being offered permanent work, extended contracts or freelance work with their employers. If you're interested in employing a graduate intern contact us on 01332 591316 or email careers@derby.ac.uk

Craig Barker – Baseline

"We wanted to take on a graduate intern as we're looking to the future, and this intern opportunity provided us with the chance to work with raw talent, moulding them into whatever shape we needed. We will employ a graduate intern again, and hope to do so soon".

Baseline recruited their intern on a full time basis at the end of their internship.



Russell Copley – Greenborough Management Limited

"The process of recruiting a graduate intern was surprisingly quick and straightforward. I wanted to recruit an intern for two specific purposes, to allocate resources to a specific new business project and to "try before you buy" to see if they suited us and we suited them.

Employing an intern definitely allows more dedicated resource to specific projects, while allowing the core team to focus on core activities".

Greenborough Management Limited recruited their intern on a full time basis at the end of their internship.



John Prest and Darren Bird – Seed Creativity

"The process of recruitment was really easy. Recruiting an intern has taken a lot of pressure off the business and allowed it to grow accordingly. I would definitely employ a graduate intern again in the future; it's been a pleasure to see them develop. It's really helped our business and been a win-win situation all round".

Seed Creativity recruited their intern on a full time basis at the end of their internship.



Recruiting part time staff

Our Student Employment Agency (SEA) offers a highly competitive cost effective and time saving search and select service for any employer seeking part time or temporary staff. With a pool of talent of over 10,000 students to choose from we can meet all of your part time or temporary recruitment needs, large and small.

- As your local university we are committed to your future workforce.
- From Accounting to Visual Communication, we can meet your needs.
- We have innovative students with contemporary skills and fresh ideas to help complete any given role.
- We can deliver tailor-made packages from very short term contracts to contracts lasting a year.

If you would like to advertise your part time job with us contact the Student Employment Agency on 01332 591830 or email sea@derby.ac.uk



◀ **Cameron Haywood,**
Marketing Director, Acecad

"These employees are a valuable and welcome asset to Acecad Software and bring a range of superior skills and knowledge to contribute to business areas as diverse as hardware design, software development and business/commercial activities".

Dave Bird, Managing Director Webtistic ▶

"We used the University of Derby's Employment Agency due to a lack of success with other recruitment services. Our latest employee has been instrumental in improving the performance of our internet marketing services and shown a high level of commitment and reliability. We would not hesitate to using the service again when looking to expand our team further".



◀ **Olwyn Mills, Virtual School Head Teacher for Children in Care, Derby City Council**

"The relationship between us and the SEA has grown and developed since the project started in 2008. The students are a valuable asset to us and provide additional skill-set to our tutor pool. The Agency can manage the project alongside our team and it has been a great success".



RTMENTS

BY

Luxury



**Carl Bridge – Managing Director,
Birchover Hotel Apartments ▲**

“Increased flexibility when scheduling staff on weekends has added value to the company. The help and support we have received has been excellent”.

Mentoring students

Our Employer Mentoring Scheme offers guidance to students, helping them to compete effectively in the graduate recruitment market. Our mentors are drawn from a variety of organisations, from large multinationals such as Hewlett Packard and Rolls-Royce to micro-businesses in a variety of sectors.

Mentoring and coaching have risen to prominence over the last decade as effective management styles. The training given free of charge to our mentors, combined with the practical experience of mentoring, contributes significantly to the development of these key management skills.

Mentoring is also a useful way of getting to know a student well and is a far more reliable tool than interviews for assessing a student's potential as a future employee.

If you're interested in benefiting from being an employer mentor contact Christine Dare on 01332 591316 or email c.dare@derby.ac.uk



◀ **Nigel Knapp – Director of Headway B2B Ltd**

"The Mentoring Scheme was a refreshing and most satisfying experience from both a personal and professional perspective. It took me out of my day-to-day work environment, yet helped me hone my communication and management skills which are central to my business practice".



◀ **Martin Jinks – Partner, Bakewell Solicitors**

"The importance of the Mentoring Scheme is that it gives students an opportunity to see how business operates in practice. Students can gain a valuable insight into the state of the mentor's market-place, what working in it really means and what are the possible routes into the relevant careers.

It also educates the mentor on what skills students are acquiring at university and raises the mentor's firm's profile with the student. It is a very worthwhile exercise for both parties".



◀ **Allayne Broom – Marriott Breadsall Priory**

"I chose to become a mentor because I have always enjoyed sharing my experience and knowledge to develop young talent and offer insight and guidance on how to succeed in the hospitality industry. I find nothing more rewarding than seeing someone I have developed achieving their goals".



Dave Prosser – G2L Online Ltd ▶

“It’s not often you get the chance to pass on business experience and life skills. The Scheme has been both productive and inspiring for the students and me over the past three years”.

Sourcing projects to students – University of Derby Award

Our Derby Award programme requires students to undertake a leadership and management project with an employer for a minimum of 70 hours.

Many employers have used students to deliver projects they would otherwise have been unable to undertake, due to lack of human resources, financial resources, or expertise. Projects have covered many areas, including marketing, graphic design of promotional material, fundraising, delivery of workshops, research and event organising.

Students benefit by gaining leadership and management skills, giving them the opportunity to take ownership of an idea or task and deliver it on behalf of the organisation. If you have a project or would like to discuss a potential project contact Asia Alder or Debbie Thornton on 01332 591316 or email derbyaward@derby.ac.uk

Ecclesbourne School



"Our student's involvement and leadership has been invaluable and is so successful that she definitely 'heads up the project'. The

whole project has, under her guidance and leadership, gained its school wide profile and value. It is now an established extra-curricular activity".

Village Aid



"Our student's work has been a great benefit, not only to the team, but to other trustees and volunteers involved with

Village Aid. She developed an introduction pack which meets our marketing needs and built a database which is particularly useful. She has made a significant contribution to the development of Village Aid resources".

Community Church Derby

"We benefited greatly by having our student in this role and have invited him back to do the same role again this year. I cannot emphasize enough the benefit of having a student team member who is conscientious and willing to completely fulfil his role".



Derby Furniture Project



"Our student was a great asset to the project at an extremely busy time.

Without him I wouldn't have a twitter page set up for the project. I have never used twitter so he had to teach me how to use it too. It was extremely beneficial to have a student working to help the Project".

Recruiting Volunteers

We have been supplying student volunteers to not-for-profit organisations to great effect for over eight years.

Recruiting a student volunteer can be done in a number of ways, so whether it's long term, regular or short term opportunities, project volunteering or one-off volunteering opportunities that you have, we are confident our students will meet your requirements.

You can advertise your volunteering opportunities via our monthly newsletter, attend our annual Volunteering Fair at the University, or contact us directly. If you would like to recruit a volunteer through us contact Asia Alder or Debbie Thornton on 01332 591316 or email volunteering@derby.ac.uk

Ian Cotter, Lonsdale Swimming & Sports Trust ►

"We have publicity that is of a high quality that we would not have been able to achieve without the volunteer's help. The volunteer has contributed markedly to our success and allowed the organisation to benefit from increased users and public knowledge of us at a difficult time financially".



◀ Richard Smail, Derby City Council

"We would not have been able to complete the project without the help of student volunteers. It needed someone to pull all the strings together and make things happen - and that is what our volunteers did".



Julie Gillanders, Headway Derby ►

"Our volunteer was a huge asset for Headway providing our members with the opportunity to access therapies that are often far too expensive for them to have by independent means. Additionally it provided the opportunity to release staff to conduct other activities with our members".



Contact us:

Career Development Centre
University of Derby
Kedleston Road

T: 01332 591316

E: careers@derby.ac.uk



follow us on linkedIn

80% recycled

This booklet is printed
on 80% recycled paper