



Monday 9 October 2017

- The Careers Department is a resource that's available to all students, offering advice and information about university, apprenticeships and employment.
- We can help with application forms and work experience requirements and can provide guidance to help you make informed choices.
- The **Careers Bulletin** will be emailed to all students every Monday – so please look out for it every week as it includes important information :
  - ❖ Important notices
  - ❖ University open days
  - ❖ Careers events in College
  - ❖ Apprenticeship/School Leaver opportunities
  - ❖ University taster days
  - ❖ Volunteering/Part-time work
- **Open daily (term time) 9am to 4.30pm. In E102, upstairs in the Enhancement Building.**

### Careers Weekly Workshops – 1.15pm in Careers (E102)

<b>Monday</b>	Apprenticeship/Employment workshop
<b>Tuesday</b>	Personal Statement workshop – please bring a copy of your statement
<b>Wednesday</b>	UCAS queries
<b>Thursday</b>	Personal Statement workshop – please bring a copy of your statement
<b>Friday</b>	Industry Friday – more info to follow

- **Date for your diary – Volunteer Fair 2017, 8 November 2017, Reigate College**

<http://varb.org.uk/events/young-volunteer-fair-2017-reigate/>

# All students

## Online workshops – sign up now!

Find out more about an industry and speak to companies (on-line) at one of the on-line workshops that Careers are running this term. Places are extremely limited, so to secure a place email [careers@reigate.ac.uk](mailto:careers@reigate.ac.uk) confirming your name, tutor group and the workshop that you would like to attend. Each workshop will last for approximately 45 minutes.

### **Tuesday 7 November 1pm Careers in Engineering**

Class Careers have teamed up with a number of engineering companies to run an on-line workshop for students to find out more about the careers available to them within the Engineering sector and the routes (both university and apprenticeships) into the profession.

### **Thursday 23 November 1pm Lloyds Banking Group School to Work Programme**

As part of the School to Work Programme, Lloyds Banking Group have teamed up with Class Careers to give you an exclusive insight into the world of banking, and what it's really like to work for them. There will be an opportunity to talk online directly with a member of the team at Lloyds Banking Group HQ - this will be either a current apprentice, someone who has recently completed the apprenticeship programme or a graduate.

## External Speaker Programme – lunchtime talks

### **Nestlé Academy – apprenticeship programme presentation**

- Monday 16 October 2017 in E03
- Come and find out about exciting apprenticeship opportunities in both business and finance.
- <https://www.nestlecareers.co.uk/academy/apprentices/>

### **KPMG Apprenticeship Talk**

- Monday 13 November 2017 in E03
- Come and find out about opportunities in the finance industry
- <https://www.kpmgcareers.co.uk/apprenticeships/apprenticeship-programmes>

### **Apprenticeships in Technology: Presentation by CGI**

- Come and find out about the Technology Apprenticeships that CGI run, including software development, project management, business intelligence and cyber security
- Monday 30th October at 1.15pm in E03
- Please email [careers@reigate.ac.uk](mailto:careers@reigate.ac.uk) if you would like to attend

For more information about the CGI Apprenticeship programmes, please visit <https://www.cgi-group.co.uk/careers/school-and-college-leavers/apprentices>

## **Studying Architecture – presentation by South Bank University**

- 15 November at 12.50pm in E03
- All students welcome, particularly those studying an art or design based subject

# Important Upper Sixth Notices

## **Applying for Medicine, Veterinary Science and Dentistry or to Oxbridge?**

- If you are making an early UCAS application and have not had your form checked by one of the Careers team, please come to Careers in E102 as soon as possible.

## **University applications**

- All Upper Sixth students who are planning on going to university in September/October 2017 should have started their application and registered with UCAS.
- Personal Statement and UCAS workshops start this week, Tuesday, Wednesday and Thursday lunchtimes in E102.
- Continue researching courses and visiting universities on their open days, check dates via <https://www.opendays.com/>.

## **Help Sessions for Art Foundation applications – advance notice**

- Emma Owen will be running help sessions for students applying for Art Foundation courses
- Starting Friday 20 October 2017
- Sign-up sheets will be placed on the noticeboard at the bottom of the stairs in visual arts

## **Applying for apprenticeships?**

- Create an account on the government apprenticeship website at <https://www.gov.uk/apply-apprenticeship> to receive job alerts by email.

# Important Lower Sixth Notices

- **Medical and Teaching Work Experience**

**IMPORTANT!** Any students thinking of applying to study Medicine, Primary Teaching, Nursing, Physiotherapy, Paramedic Practice or Midwifery at university should undertake a period of essential work experience. For advice and guidance, please email [careers@reigate.ac.uk](mailto:careers@reigate.ac.uk)

## Headstart Courses

Are you a student with a passion for Science, Technology, Engineering and Maths (STEM) subjects? Are you currently in Year 12? Are you thinking about what you might like to study at university, but find it difficult to make up your mind? Then read on and find out how a Headstart course might be able to help you!

- **Applications for Headstart 2018 open now!**
- Up to a week long summer school placement at your choice of top university.
- Experience the reality of university life.
- Large choice of Science, Technology, Engineering and Maths subjects.
- Decide if a course is right for you before filling in your UCAS application.
- Make friends and contacts.
- Explore your options with university staff and meet peers considering similar routes.
- For more information on Headstart Courses go to:  
<http://www.etrust.org.uk/headstart>

# Careers events coming soon!

- **Thales Apprenticeship Careers Fair**

Thursday 18 January (6pm-8pm)

Come along to the Crawley office to find out about the 2018 apprenticeship programme and opportunities in the engineering industry.

[https://www.eventbrite.com/e/thales-apprenticeship-careers-fair-tickets-38077596115?aff=utm\\_source%](https://www.eventbrite.com/e/thales-apprenticeship-careers-fair-tickets-38077596115?aff=utm_source%0)

- **Skills London 2017**

24-25 November 2017 @ Excel, London

London's biggest jobs and careers event for young people, giving students and their families a chance to discover careers through interactive activities and demonstrations. Bridge the gap between what you enjoy doing and what you could potentially do as a career. Visit <http://www.skillslondon.co.uk/> to find out more.

- **Accountancy Parents Evening**

**Date:** 16th October 2017

**Time:** 6.00pm – 8.30pm

**Venue:** Blue Fin, Southwark Street, London, SE1 0TA

An opportunity for parents and students to learn more about apprenticeships in accountancy. Register [here](#).

## Apprenticeship/School Leaver Opportunities

### Atkins Apprenticeships – apply now!

Atkins is one of the world's most respected **design, engineering and project management consultancies**. Current apprenticeship opportunities include:

- Degree apprenticeship – facilities/business management (London office, Euston Tower)
- Higher apprenticeship – junior management consultant (London office, Euston Tower)
- Advanced apprenticeship – engineering (Epsom office)

Please visit the website below for further details, including entry requirements:

<https://careers.atkinsglobal.com/how-to-apply-apprenticeships>

### Marks & Spencer Apprenticeship Programme

- Level 4 Retail Management Apprenticeship for School Leavers 2017-18
- 12-18 months training, experiencing Food, Fashion, Home and Store Operations, leading to the role of a Commercial Manager and responsibility for an entire department.
- Locations: Nationwide
- Preferred start date: September 2018

<http://careers.marksandspencer.com/school-leavers>

## KPMG Apprenticeship Programme now open!

- KPMG in the UK is part of a global network of firms that offers Audit, Tax, Consulting and Deal Advisory services
- Visit the website: <https://www.kpmgcareers.co.uk/apprenticeships/why-kpmg> for more information about the opportunities available and come to the talk in Eo3 at lunchtime on 13 November.

## CGI Apprenticeship Programme now open!

- CGI are now accepting applications for their 2018 School Leaver Opportunities
- The Apprenticeship **Programmes** enable students to earn whilst they learn and study towards a recognised technology qualification whilst working on real projects at CGI. Level 4 Higher Apprenticeships train students in key areas of the business which can include: Software Development, Project Management, Business Intelligence and Cyber Security.
- The Degree **Apprenticeship** Programmes enable students to obtain a full, debt free degree whilst working on real projects at CGI. Students study towards a BSc (Hons) Digital and Technology solutions with either a business or IT focus. CGI have partnerships with both Aston University and the University of Winchester to deliver this programme.
- Come to the CGI Opportunities presentation on Monday 30 October at 1.15pm in Eo3 to find out more.  
Students can also register to attend an **open evening** in the CGI Reading office to find out more about the various school leaver opportunities by emailing [ukstudents@cgi.com](mailto:ukstudents@cgi.com) . Parents/Guardians are welcome too! Additional information can be found on the CGI website: [www.cgi-group.co.uk/careers](http://www.cgi-group.co.uk/careers)

## Royal Opera House Apprentice Scheme

The Royal Opera House has been offering apprenticeships in backstage production and technical departments since 2007, providing high-quality vocational training by learning on the job from some of the best skilled in the industry.

**Sign up for email alerts and be the first to hear when new placements are advertised.**  
For more details about the apprentices programme, please email [apprentices@roh.org.uk](mailto:apprentices@roh.org.uk).

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## Nestlé Academy – apprenticeship opportunities – now open!

Nestlé offer a wide range of Apprenticeship schemes at different levels each providing huge opportunities within their business teams. Nestlé are currently recruiting for their 2018 Degree and Higher Apprenticeship vacancies. Applications to join Level 3 Apprenticeship programmes in 2018 will open later in the year.

- Apply now for Chartered Manager Degree Apprenticeship – Gatwick (starting September 2018). You will receive high calibre training leading to a degree qualification, together with business experience and a promising career.
- Apply now for CIMA Finance Higher Apprenticeship – Gatwick (starting September 2018)

<https://www.nestlecareers.co.uk/academy/apprentices/>

## Goldman Sachs Technology Degree Apprenticeship Programme

The 2018 [Technology Degree Apprenticeship Programme](#) in partnership with Queen Mary University of London is now open.

The programme offers students a genuine alternative to the traditional university path. This is an opportunity to earn a salary and fully funded degree while embarking on a career in financial services and technology. The 'Degree Apprenticeship Programme' will allow participants to complete an apprenticeship within Goldman Sachs' Technology Division while studying for a degree at Queen Mary University of London. After the four-year programme, participants will graduate with a bachelor's degree in Digital and Software Solutions, with the potential opportunity of a full-time position with Goldman Sachs.

**Deadline for applications: 18 March 2018**

For more information and how to apply, please:

- Visit the [Careers Page](#)
- Read the [blogs](#)
- Meet the 2016 [Apprentices](#)
- Watch the [video](#)

## BDO School Leaver Programme - Accountancy

- Apply now for Audit vacancies at the Gatwick Office
- 3 A Levels required plus English & Maths GCSE (A\*-C)

The BDO School Leaver Programme combines work experience with getting your professional qualifications. For the first two years you'll study towards the Certificate in Finance, Accounting and Business (CFAB) qualification. If successful in these, you'll work towards gaining an appropriate professional qualification for your chosen specialism. This will usually be the ACA, but may be the CA (in Scotland) or the ATT or CTA if you intend to specialise in tax. If you pass all of your exams, then within four years you'll be a qualified accountant.

<https://bdoearyincareer.co.uk/school-leaver/>

## Civil Service Fast Track Apprenticeship Scheme

The Civil Service Fast Track Apprenticeship scheme is a two year scheme offering a real alternative to university. Completing the scheme will provide you with essential work experience, a Level 4 Higher Apprenticeship qualification and a springboard into a Civil Service career.

The Civil Service plays an important role in British life by making sure that Government policy is carried out. Civil servants deliver crucial services directly through the public, shaping the country and the way it runs every day.

Roles are available in an increasing number of locations, with 5 different frameworks to choose from: business administration, commercial, cyber security, digital and technology and finance.

After the apprenticeship you'll be eligible to apply for the 'in service' Fast Stream and specific departmental talent programmes to accelerate your career.

Sign up to the MyKindaFuture Hub to register your interest: [www.mykindafuture.com](http://www.mykindafuture.com)

# University Taster Days

## Engineering Taster Day – University of West London- 8 November

Subject areas covered:

- Computing
- Built Environment (Architectural Design and Technology)
- Building Surveying
- Construction Project Management
- Civil and Environmental Engineering
- Electrical and Electronic Engineering

UWL's academic teams will take you through the different course areas and give you a taste of what to expect from their specialist industry focused courses.

<https://www.eventbrite.co.uk/e/the-school-of-computing-and-engineering-engineering-taster-day-tickets-37908608669?aff=es2>

## Art, Architecture and Design mini open evening – 16 November London Metropolitan University at 5pm

For those interested in studying the following subject areas:

- 3D Design
- Architecture
- Art
- Creative Music Technologies
- Fashion/Textile design
- Film and Broadcast Production
- Interiors
- Photography
- Visual Communications

Click [here](#) to register



# General Information:

## Moodle

Please add the following courses onto your Moodle page under 'my courses'

- Applying to university
- Employment Opportunities
- Work Experience

## Twitter

Follow Reigate College Careers department [Careers@careersreigate](https://twitter.com/Careers@careersreigate)

## Free on-line courses

- <https://www.futurelearn.com/courses>

## Search for apprenticeships

- [www.ratemyapprenticeship.co.uk](http://www.ratemyapprenticeship.co.uk)
- <https://www.gov.uk/apply-apprenticeship>

## Search for work experience placements

- <https://biyp.org/>

## Search for careers events

- [www.myfuturewise.org.uk](http://www.myfuturewise.org.uk)

# Volunteering/ Part-Time Work

## **Beryl and Pegs Café, Reigate – part time staff required**

- Must be hard working and able to work as a team.
- Customer service skills are a must
- Duties will include: washing up, sandwich making, light cooking, till work, cleaning tables and making the customer feel welcome
- Weekdays and weekends

Please email your CV to [berylandpegs@gmail.com](mailto:berylandpegs@gmail.com)

## YMCA – volunteer playworkers needed

- Saturdays
- School holidays
- Good experience for students looking to work with children in the future

The YMCA East Surrey runs many play and youth schemes for children and young people with disabilities. They are currently looking for more enthusiastic volunteers to come and join in the fun on these projects. This will include, accompanying young people on trips, playing, arts and crafts, outside activities and sports. As a volunteer play worker you will be a valid member of the team and will receive a free gym pass every time you volunteer to be used at the YMCA gym in Redhill. For more information and to apply please go to <http://www.ymcaeast Surrey.org.uk/volunteering/>. Or email Steph at [Stephanie.bent@ymcaeast Surrey.org.uk](mailto:Stephanie.bent@ymcaeast Surrey.org.uk).

## Redhill and Reigate Swimming Club – lifeguards needed

- Reigate Grammar School
- Dunottar School

Redhill & Reigate Swimming Club are looking for more lifeguards to join their current team:

- Tuesday and Thursday evenings
- Shifts are for 2 hours
- Pay competitive rates.
- Both regular and occasional shifts available
- Applicants must be registered with Swim England, which can be done through the club

If you are interested or want further information, please contact Vanessa at [rrscpool@gmail.com](mailto:rrscpool@gmail.com) quoting REICOL.

## Camp Glide- part time vacancies – before and after school clubs

- Lime Tree Primary School
- Wray Common Primary School
- Holmesdale Infant School

Camp Glide is looking for enthusiastic team players to join their childcare settings in Redhill and Reigate. They are particularly looking for Playworkers, Qualified Lifeguards, Football Coaches. If you have a passion for working with children or would like more information about the opportunities available please visit: <http://www.campglide.co.uk/join-the-team>

This could be a great opportunity for students interested in working with children. You will gain valuable experience in the work place and also go through a structured training programme.

## Explore Learning – part time tutor roles

Explore Learning is launching a new centre in Redhill Sainsbury's and is seeking passionate, enthusiastic people to join their excellent team of tutors helping children aged 5-14 with maths and English. Applicants will need:

- To show a flair and passion for working with children
- To have a Grade B/6 or above in maths and English GCSE
- To guide children through maths and literacy activities and inspire them to become fearless learners in a fun and stimulating environment.

Explore Learning offer:

- Regular shifts in the evenings and weekends that fit around your studies and other commitments
- Tutors will also receive structured training and appraisals

In order to apply for this part time tutoring role, candidates should simply visit the website at <https://www.explorelearning.co.uk/careers/part-time-tutor/> where you can apply online. If you have any further questions please call on 01737 232002 or email [redhill@explorelearning.co.uk](mailto:redhill@explorelearning.co.uk)