Executive summary

This paper outlines the vision for how City will improve the employment outcomes of UG students. It sets out 2 principles which we’ll strive to achieve through partnership working between the Careers Service and Schools. These principles involve integrating professional work experience and career management skills teaching into all UG courses by 2026.

Following approval of the vision at Education and Student Committee in February, this paper aims to make Education Quality Committee aware of these developments and prompt discussion of existing examples of best practice within the curriculum that could be developed.

Action(s) required from the Committee:
A. Awareness of these strategic developments
B. Discussion of existing examples of best practice within City

The table below outlines which committees/groups have already seen the report and the resulting outcome/action from discussions.

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<tr>
<th>Committee date</th>
<th>Committee title</th>
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<th>Action date</th>
<th>Paper version number</th>
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<td>27th February 2019</td>
<td>Education and Student Committee</td>
<td>Approved</td>
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City, University of London UG Employability development plan 2019-2026

Positioned within the Education and Student Strategy Delivery Plan, this document provides a clear overarching definition of how City, University of London will approach the achievement of the employability KPI, framing professional service and school-based initiatives in the context of a coherent strategy for the institution. This strategic approach will be delivered through enhanced collaboration between Schools and the Careers Service.

The evidence base for the strategic focus outlined is ‘Planning for Success’, published by DfE in 2017. This research concluded that the following 2 factors lead to positive employment outcomes for graduates (the full summary of this research is included as an appendix):

1. *Career focus at the point of graduation*
2. *Relevant professional work experience*

### Career Focus at the point of graduation

Achieving this as an institution would mean that every undergraduate student would have the following experience:

“Throughout my studies I have been supported to develop career plans that are coherent with my values and skills. I understand the labour market I’m planning to enter and have a good idea what I need to do to succeed.”

Being able to make this statement on behalf of all UG students would require embedding career management skills in the curriculum of every programme.

**Existing initiatives for upscaling:**
- 7 bespoke employability modules being delivered by the Careers Service (1 in SMCSE, 3 in Cass, 2 in SASS, 1 in Law)
- 2 employability modules delivered by SMCSE placement team
- Professional mentoring

**New initiatives being proposed:**
- 1st year career exploration module in every course
- Personal tutors having structured career conversations with students based on their Careers Registration status

### Relevant professional work experience

Achieving this as an institution would mean that every undergraduate student would have the following experience:

“City has enabled me to undertake professional work experience at a time and in a format that has fitted with my studies and my work-life balance. The professional experience I’ve gained has developed relevant skills for my future career.”

Being able to make this statement on behalf of all UG students would require the development of a flexible range of work-based learning opportunities in the curriculum.

**Existing initiatives for upscaling:**
- 1 employability module delivered by SMCSE placement team
- Professional mentoring

**New initiatives being proposed:**
- Entrepreneurial year placement
- Entrepreneurial placement module
- Industry based dissertation projects
- Volunteering placement modules
- Tracking of professional work experience undertaken through Unitemps

**Existing initiatives for upscaling:**
- 7 bespoke employability modules being delivered by the Careers Service (1 in SMCSE, 3 in Cass, 2 in SASS, 1 in Law)

**New initiatives being proposed:**
- 1st year career exploration module in every course
- Personal tutors having structured career conversations with students based on their Careers Registration status

- System for recording summer internships