

'Employability' and Theology

Skills that employers are looking for	How those skills are built into our syllabus
Written communication skills	Training in, and expectation of, high order writing skills is embedded at all levels of our degree programme in essays, exams, and final year dissertation. Use feedback and 1-1 tutorials to enhance. Faculty writing fellows and Peer Assisted Learning groups also provide support.
Oral communication skills	Assessed presentations in year 1. Opportunities to give seminar presentations in all years. Participation in seminar discussions. Participation in one-to-one tutorials.
Critical and analytical thinking	Embedded at all levels and in all aspects of our teaching and assessment.
Problem solving abilities – i.e. the ability to research a problem, find and analyse appropriate sources related to that problem, and produce a coherent, well-informed, and well-written analysis that leads to cogent conclusions.	Embedded at all levels of our teaching and assessment, but a particular feature of the final year dissertation.
Self-management and motivation	Embedded at all levels in a programme of <u>active</u> learning, but a particular feature of the final year dissertation. The keys to success: meeting (and setting) deadlines, learning to manage your own time, attention to detail, meeting goals, working on your own but enlisting help where it is appropriate to do so, making your own decisions.
Reliability	Embedded at all levels via attendance requirements and set deadlines for you to meet. Often referred to in references at the request of the employer.
Team working	Key feature of seminar group work and group presentations.
Computer skills	Training in web-tools in years 1 and 3. IT courses available on demand in all years. Use of PowerPoint in presentations and other software tools as required.
An understanding of business	Not intrinsic to our programmes, although some units do engage with this.

Career Planning

- 'What can I do with my degree in Theology'
<http://www.bris.ac.uk/careers/dept/theology.asp>
includes link to destination statistics of previous Theology graduates from Bristol
For more options with your degree, see:
http://www.prospects.ac.uk/cms/ShowPage/Home_page/Options_with_your_subject/plExbLc
- Case studies of Theology graduates from the Careers website
<http://www.bris.ac.uk/careers/grads/dlhc/casestudies/index.asp>
- Case studies of Theology graduates from the Prospects website
http://www.prospects.ac.uk/cms/ShowPage/Home_page/Options_with_your_subject/plExbLc
(search under Theology and case studies)
- **The Bristol Career Planning Guide** – visit the Careers Service for a free copy or online version available at <http://www.bris.ac.uk/careers/advice/> - lots of advice on career planning, how to sell yourself to employers, advice on applications, CVs and interviews, taking time out, postgraduate study etc.
- **Career Skills** - <http://www.bris.ac.uk/careers/skills/index.asp> - lots of useful information regarding employability and what you can do to develop the skills that employers are looking for
- **Bristol Student Skills Website** - <http://www.bristol.ac.uk/studentskills/> - for courses to help you develop the key skills that employers are interested in and studying and IT skills while you are at Bristol
- **Bristol Personal Development Planning** - <http://www.bris.ac.uk/careers/pdp/> - to help you assess your own skills

Finding out more about types of work

- The **Careers Programme** – see <http://www.bris.ac.uk/careers/events/index.asp> - for full programme of 'Careers In' talks covering charities, the environment, marketing, PR and advertising, journalism, social work, law, financial sector, teaching and many more. For links and downloads of previous talks see <http://www.bris.ac.uk/careers/downloads/>
- **Occupational Profiles** for Popular careers areas e.g. Arts Administrator, Bookseller, Newspaper Journalist, Advertising Accounts Executive, Academic Librarian, Programme Researcher-broadcasting, Writer see
http://www.prospects.ac.uk/cms/ShowPage/Home_page/Explore_types_of_jobs/plElmjX
- The **'I want to work in'** section of the Careers website
<http://www.bris.ac.uk/careers/careersin/index.asp> Includes broad range of occupational information and excellent links for most sectors of employment from development work, law, public sector, advertising, teaching, charities, media etc.
- Resources section of the Careers website features the careers catalogue which allows you to search for relevant information in the Careers Service or Careers Website. In addition resources such as **Vault online career library** with a wealth of information across different sectors, **Going Global** – for opportunities overseas, **Funderfinder** – for sources of support for further study. This is just a selection – please look at the website to see the huge range of other resources on offer <http://www.bris.ac.uk/careers/resources/index.asp>

Weblinks

- **Graduate Prospects** – Labour market information – ‘What do graduates do?’
http://www.prospects.ac.uk/cms/ShowPage/Home_page/What_do_graduates_do_/plefebppm
- Links to **Prospects sector briefings** for related fields e.g. Advertising and PR; Broadcast Film and Interactive Video; Creative and Cultural Industries; Publishing.
http://www.prospects.ac.uk/cms/ShowPage/Home_page/Industry_insights/plebfklk
- **Quality Assurance Agency – Subject Benchmark Statement for Theology** - includes subject specific and general attributes, knowledge and skills developed through your degree
<http://www.qaa.ac.uk/academicinfrastructure/benchmark/honours/theology.asp>
- **HE Academy Theology and Religious Studies Subject Centre report on employability of Theology graduates** (includes case studies of career paths of Theology graduates)
http://www.prs.heacademy.ac.uk/publications/trs_emp_for_web.pdf

Career Resources <http://www.bris.ac.uk/careers/resources/index.asp>

The Resources section of our website includes **Downloads** of previous careers talks covering researching employers and occupations (teaching, law for non-lawyers, careers NOT in business, journalism, charities, development, environment, postgraduate study etc.)

<http://www.bris.ac.uk/careers/downloads/>

In addition the **Careers Network** provides details of Bristol alumni who are working in a broad range of sectors who have offered to provide advice (and sometimes work experience!) to current Bristol students. Covers all areas of employment (both mainstream and those sectors which are harder to enter where networking is vital) – public sector, media, publishing, law, think tanks, development, advertising, libraries/museums/galleries/archiving, etc. <http://www.bris.ac.uk/careers/network/index.asp>

A variety of useful **DVDs** are streamed on our website, including The Graduate Job Interview (a fly-on-the wall look at real interviews with graduate employers – essential viewing for interview preparation), Assessment Centres, completing on-line applications and opportunities with small and medium sized businesses <http://www.bris.ac.uk/careers/resources/dvds.asp>

Careers Advice <http://www.bris.ac.uk/careers/advice/index.asp>

The advice section of our website contains a wealth of information covering CVs, covering letters, application forms, interviews, assessment centres. Plus access to PDFs of free guides covering each of these areas – all with detailed advice of how to write an effective application/CV and lots of examples of layout and content.

Interactive exercises.

- **The Windmills Programme** – Virtual Career Coach www.windmillsonline.co.uk – a great resource designed for graduates to get you thinking about what you want from a job, what motivates you and how to find a job that you are really good at and that you enjoy.
- **Prospects Planner** – online career planning tool for graduates which allows you to assess the types of jobs which would suit you. After you have built your profile it will search against the database of circa 2000 detailed graduate job profiles to generate a list of potential job matches that will suit you. See www.prospects.ac.uk – look under Jobs and Work / What jobs will suit me?

Postgraduate Study

- Further study section of Prospects website
http://www.prospects.ac.uk/cms/ShowPage/Home_page/Postgrad_study_main_menu/p!eFpclp
- Further study undertaken by recent Theology graduates from the University of Bristol (see <http://www.bris.ac.uk/careers/dept/index.asp> and look at the Destinations of Leavers from Higher Education (DHLE) statistics for your subject
- Arts and Humanities Research Council www.ahrc.ac.uk

JOBS!

Every week, employers contact us with a wide range of vacancies covering graduate schemes, ad-hoc vacancies, vacation placements, internships, term-time and part-time work. Have a look at our website to see what is on offer (job vacancies are updated every day). You can sign up for a jobs by email service to have any new vacancies for job sectors that you are interested in to be automatically sent to you. See <http://www.bristol.ac.uk/careers/jobs>