

**Careers and Employability Service**  
**Additional resources and information for**  
**English**

## **Welcome:**

We have developed this recourse pack to help you research specific job sectors which may be of particular interest to English students.

- [Prospects.ac.uk](http://Prospects.ac.uk) - Options with English
- [TargetJobs](http://TargetJobs) – What can I do with my English Degree?

The Prospects and TargetJobs sites include information and advice covering: Your skills, job options, career areas, further study, what next, case studies, contacts and job search sites.

- [All About Careers](http://AllAboutCareers) – What can I do with my English Degree?
- [Why Study English?](http://WhyStudyEnglish) – Job Skills

These additional web resources offer suitable advice and insight in to your skills and a range of related career options.

## **SKILLS:**

English is a versatile academic discipline characterised by the rigorous and critical study of literature and language. The study of English develops a flexible and responsive openness of mind, conceptual sophistication in argument and the ability to engage in dialogue with past and present cultures and values. Your studies will have helped you to:

- Work independently and manage your time e.g. meeting essay deadlines, planning and researching work
- Articulate knowledge and comprehend texts, concepts and theories
- Lead and participate in group discussions, plus have confidence in your own opinions
- Work effectively with others whilst presenting ideas and information
- Effectively convey arguments and opinions and encourage independent and creative thought in others
- Have tolerance of others' opinions and of ambiguity
- Think critically and develop your own opinions based on your knowledge
- Develop skills in critical reasoning and analysis
- Develop IT skills
- Convey meaning precisely and pick out the essential points from literature
- Command a broad range of vocabulary and a comprehensive critical terminology

## **Finding Job Vacancies:**

As an English graduate you have a wide range of career options open to you due to the extensive skills set acquired during your degree (e.g. report writing, communication, construction of arguments and cases, time management). This means that you are able to demonstrate your competencies and flexibility within many of the 'core' skill areas that employers value. It can however mean that it is difficult to identify specific roles or industries that you want to apply to and as such it is a good idea to explore the range of opportunities open to you and find where your own motivations may best align.

For general information and advice about how to start finding out about employment opportunities check out our [Job Hunting webpages](#) as well as [Prospects Job Hunting Tips web page](#). You'll also find vacancies advertised on our [Jobs Board](#) and many local vacancies through organisations like [Graduate Jobs South](#).

When applying for vacancies you may need support in constructing a CV, filling out an Application Form, drafting a Cover Letter or preparing for Interview. We offer support on all of these areas via our [Job Application Resources webpages](#).

## **Creating a Professional Presence and Getting Creative:**

Regardless of whether you are seeking graduate employment or looking to undertake a postgraduate programme it is important that you create a positive and professional identity for yourself. Make use of our resource on [Social Media Success](#) to understand the importance that the web plays in recruitment.

Social Media can be particularly relevant to your chances of success if you are looking to pursue a career in publishing, journalism or other creative industries. You will need to think about your portfolio of work and be creative in the way you collate this online and market yourself. You might like to think about articles and publications you have written or establish a blog to help showcase your abilities and connect this to CVs and applications. WordPress, Twitter and other online platforms can be fantastic resources to help you achieve this professional portfolio while platforms like LinkedIn can help you to locate the right people to connect with and find inspiration.

## **Employment:**

English graduates from the University of Southampton enter a range of jobs after leaving. The following examples give a sense of the types of occupations English graduates have gone into six months after graduation (data collected from the last few years of [DLHE data](#)):

### **Administration & Public Services:**

- Administrative Officer: Foreign & Commonwealth Office
- Personnel Officer: Merseyside Police
- Resident Involvement Officer: East Dorset Housing Association
- Civil Servant: Civil Service

### **Healthcare:**

- General Management Trainee: National Health Service
- Business Development Administrator: East Berkshire Primary Care Trust

### **Education:**

- Teaching Assistant: East Sussex Council
- Teaching Assistant: South Dartmoor Community College
- Special Needs Teaching Assistant: Isle of Wight Council

### **Publishing:**

- Deputy Editor: EnergyNet Ltd.
- Publishing Editor: Routledge Taylor and Francis
- National Magazine Company: Panel Point Executive

### **Broadcasting:**

- Broadcasting Editor: Sky Broadcasting
- Production Assistant: ITN News
- Script Writer: Talkback Thames

### **Finance:**

- Assistant Bids Co-ordinator: Matchtech Group
- Banker: JP Morgan
- Trainee Chartered Accountant: Mazars
- Account Executive: Mindshare Media
- Trainee Buyer: Tesco
- Supply Chain Member: John Lewis

### **Events:**

- Events Coordinator: Southampton City Council

### **Marketing:**

- Marketing Consultant: NSPCC
- Marketing Developer: Bodyshop

### **Media:**

- Media Graduate: Informa

### **Research:**

- Market Analyst: Cornwall Enterprise

## **Publishers:**

There are many trade organisations and online platforms to help you find and identify publishers and that provide you with top tips for breaking in to this field.

The Publishers Association - <http://www.publishers.org.uk> and their Lookup List (<http://www.publisherlookup.org.uk>) are both useful resources for this industry, however other organisations do exist for example <http://bookpublishing-companies.com>. You should also check out information in produced by [Writers' and Artists'](#) along with our [eBook resources](#) and contacts you can make on social media platforms like [LinkedIn](#).

Here's a top tip for you; don't just target the large household name organisations, many of the smaller publishers have opportunities for new graduates and the [SME](#) (Small Medium Enterprise) sector can lead to fulfilling and financially lucrative careers and opportunities.

## **Key Occupational Information for English Students:**

There are a wide range of careers to consider and you may find the Prospects articles on [Types of Jobs](#) to be useful in understanding what is involved in certain career areas and to explore details of typical employers and vacancy sources along with useful contacts and resources lists where you can get more information.

In addition professional bodies and organisations are also a good starting point for your careers research; many of them have careers information about entry requirements and training and details about employers on their websites. For example:

### **Administration:**

- The Civil Service - [www.civilservice.gov.uk](http://www.civilservice.gov.uk)
- Local Government Employers - [www.lge.gov.uk](http://www.lge.gov.uk)

### **Advertising:**

- Institute of Practitioners in Advertising – [www.ipa.co.uk](http://www.ipa.co.uk)

### **Broadcasting:**

- The BBC – [www.bbc.co.uk/jobs](http://www.bbc.co.uk/jobs)
- Skillset - [www.skillset.org](http://www.skillset.org)

### **Health Care:**

- The NHS – [www.nhscareers.nhs.uk](http://www.nhscareers.nhs.uk)

### **Law enforcement and Protection:**

- Working for the Police - [www.policecouldyou.co.uk](http://www.policecouldyou.co.uk)

### **Marketing:**

- Chartered Institute of Marketing - [www.cim.co.uk](http://www.cim.co.uk)

### **Market Research:**

- Market Research Society - [www.mrs.org.uk](http://www.mrs.org.uk)

### **Media Careers:**

- Skillset - [www.skillset.org/careers](http://www.skillset.org/careers)

### **Public Relations:**

- Chartered Institute of Public Relations - [www.cipr.co.uk](http://www.cipr.co.uk)

### **Publishing:**

- The Publishers' Association - [www.publishers.org.uk](http://www.publishers.org.uk)
- Publishing Training Centre - [www.train4publishing.co.uk](http://www.train4publishing.co.uk)

### **Recruitment:**

- Recruitment and Employment Confederation - [www.rec.uk.com](http://www.rec.uk.com)

### **Social Research:**

- Social Research Association - [www.the-sra.org.uk](http://www.the-sra.org.uk)

### **Teaching:**

- Training and Development Agency for Schools - [www.tda.gov.uk](http://www.tda.gov.uk)
- The Graduate Teacher Training Registry - [www.gttr.ac.uk](http://www.gttr.ac.uk)
- The Times Educational Supplement - [www.tes.co.uk](http://www.tes.co.uk)

## **Postgraduate Study and Research:**

Postgraduate study can enhance your first degree and give you the opportunity to study a particular aspect in more depth. Alternatively, further study can enable you to gain a vocational qualification and give you the entry requirements for the career you are interested in. Consider your motivations for further study and find out about potential sources of funding. See our [Further Study](#) pages for information and advice.

Many graduates continue their English studies by going into an MA or MRes, with the potential to move on to a PhD. Some also go into teaching, which requires them to study for a Postgraduate Certificate in Education (PGCE), or a qualification in teaching English as a foreign language (TEFL). If you are considering teaching you should explore our [Routes into Teaching](#) webpages.

Some graduates opt for postgraduate study unrelated to English, or they may undertake a vocational degree associated with a specialised occupation for example [Routes into Law](#).

Graduates from English at the University of Southampton entered a diverse range of postgraduate courses such as:

- MA Creative Writing
  - MA English
  - MA English Literary Studies
  - MA Early Modern History
  - MA Jewish History & Culture
  - MA in Multimedia Journalism
  - PGCE primary
  - Graduate Diploma in Law
  - PG Diploma in Health & Public leadership
  - Newspaper Journalism Pre-Entry NCTJ Certificate
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