

Liverpool John Moores University

Title: Applying for Placements & Jobs
Status: Definitive
Code: **5018MEDIA** (123361)
Version Start Date: 01-08-2021

Owning School/Faculty: Liverpool Screen School
Teaching School/Faculty: Liverpool Screen School

Team	Leader
Camilla Affleck	Y
Sarah Haynes	

Academic Level: FHEQ5 **Credit Value:** 10 **Total Delivered Hours:** 36
Total Learning Hours: 100 **Private Study:** 64

Delivery Options

Course typically offered: Semester 1

Component	Contact Hours
Lecture	28
Tutorial	4
Workshop	4

Grading Basis: 40 %

Assessment Details

Category	Short Description	Description	Weighting (%)	Exam Duration
Portfolio	Portfolio	Writing skills - CV and Covering Letter	90	
Report	Reflection	Reflection - on career plans	10	

Aims

1. To develop an understanding of employment in the media and how media professionals obtain work.
2. To enhance CV writing skills and covering materials to improve students chances of gaining placements/ future employment.

Learning Outcomes

After completing the module the student should be able to:

- 1 Write a professional CV and covering letter for a placement or job.
- 2 Reflect upon the importance of organisational awareness for career development.

Learning Outcomes of Assessments

The assessment item list is assessed via the learning outcomes listed:

CV and Covering Letter	1
Organisational Awareness	2

Outline Syllabus

- *Writing a professional Curriculum Vitae*
- *Writing a professional covering letter*
- *Researching organisations in UK and abroad*

Learning Activities

Lectures, tutorials, guest industry HR speakers from media industry, guest speakers from Erasmus, local media industry, LJMU careers experts on writing CVs, alumni with UK & international placement experience.

Notes

This module will equip students with the skills, knowledge and confidence to apply for placements and jobs in the media industry.

By this point in the programme, second semester of the second year, students are considering where they would like their degree to take them and in this module the programme team will lead students to use their remaining time at University to build a network of contacts and secure suitable placements.