

TAKING TIME OUT

Overview

If you are planning to take time out after completing your studies, it is important to consider how much time you want to take and plan what you are going to do, to ensure you get the most out of the experience. Taking time out can be a great way to gain work experience, learn new skills, get paid work, achieve personal goals, travel and work abroad, learn and teach languages and much more. Researching application dates for volunteer or internship schemes, potential graduate jobs or postgraduate study is important to ensure you don't miss out on opportunities you may want to apply for, especially if you are planning to go abroad. Also check visa and insurance requirements and costs. There may of course, also be personal, family, caring or health reasons which may require you to take time out and it is important to remember that you still have access to the Careers Centre after you graduate, so you can get help and support with planning you next steps.

Roles and Finding Opportunities

There are a huge range of activities to choose from, but it is worth considering how your choice will enhance your skills and how you can articulate your experiences to an employer.

- [Teaching English as a Foreign Language \(TEFL\)](#) – the TEFL certificate will allow you to teach English to students at language schools in the UK or abroad. Some providers, such as [Cactus](#) and [i-to-i](#) offer the training and placement for a fee. [The Certificate in Teaching English to Speakers of other Languages \(CELTA\)](#) will provide opportunities to teach English to adults. The [British Council](#) and [Japan Exchange and Teaching Programme](#) offers language teaching, cultural exchange and internship opportunities.
- If you enjoy sports, travel or the outdoor life you might choose something which will build your teamwork and leadership skills such as those offered by [PGL](#), [Camp America](#) and [Yummy Jobs](#).
- Similar projects to the above could relate to working on conservation or environmental programmes, make a difference in social or youth work, or even community projects such as those offered by [Raleigh International](#), [International Citizen Service](#) and [VSO International](#).
- Work shadowing, experience or an internship can be a great addition to your CV and an opportunity to gain industry experience and useful contacts for your future plans use [My Jobs Online](#), [Linked in Indeed Inspiring Interns e4s](#) and [Bunac](#) may be helpful.

A note about paying for internships or volunteering: You may come across agencies offering internships or volunteering packages for which a fee is payable. We encourage you to check the reputation and agencies and their packages. If you are at all unsure, we encourage you to discuss with a member of the Careers team.

Building Experience

Part-time work, clubs and societies, mentoring, positions of responsibility and volunteering. Visit [Campus Jobs](#) for part-time work and [Reading volunteering](#) and [do-it.org](#) for volunteering opportunities.

Exploring Further

[Prospects Gap Year](#) and [Target Jobs Gap Year](#) provide planning advice, ideas and schemes.

