

Career Kickstart

Looking for Part Time Work

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Stand out from the crowd

Having a part time job is a great way to figure out what kind of things you might like to do in the future. This guide gives a great overview of what you need to think about when looking for a part-time opportunity, both paid and voluntary.

The benefits of volunteering and part time work

You may need to take some form of part time work whilst you are studying. In fact, for some courses or jobs, you will need to show that you have some relevant work experience. And even if it's not a requirement, work experience can really help you to stand out from the crowd. Part time work can:

- Develop your confidence
- Help you decide what industry you'd like to develop a career in over the coming years
- Give you real experience in the workplace
- Put the skills you have developed in school into practice
- Help you save money for the future
- Introduce you to people who might be useful to your career in the future
- Give your CV a real boost

Similarly, volunteering can help you build up your CV. Voluntary work is usually an unpaid activity that helps the community, environment or someone else. It's also a great way to help others, make new friends, build your self-confidence, and have fun.

When applying for part time work or voluntary work, you'll usually be required to complete an application form. The application form will ask you about your skills and any other work experience you might have. You may also be asked to submit a CV and be asked to attend an interview.

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Tips on how to land a part time role

- Make sure you read the job advert/description carefully and pick out the key words to help you understand what the employer is looking for
- Think about how you can match your skills, personal qualities and experiences to the role
- Be prepared to provide examples of how you have previously used these skills. The [STAR formula](#) will help you structure your answers
- Think realistically about how many hours you will be able to work without interrupting your studies. Have a chat with your teachers if you need help figuring it out
- If you're not an EEA resident, there are also some legal restrictions you need to know about. The UK Council for International Student Affairs can [tell you more](#) about that

What to do if you're not successful

If you don't get the job, don't feel disheartened. Take a step back and share your frustration by talking it through with a friend or family member in confidence; this will help you put things into perspective and reflect on the experience. You can also contact the employer and ask for feedback which might help your CV or your next interview. Make sure that you don't say anything

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negative to the employer, as there is always the chance that you will be applying for a position there again in the future.

Most importantly of all, don't be hard on yourself or lose faith in your abilities. Because even if you try something and decide it's not right for you, then you've learned something about what you like and what you're best suited to.

To help you research part time positions visit:

- <https://www.indeed.co.uk>
- <http://www.workcircle.co.uk/jobs/student>

Also try:

- Local Recruitment agencies
- Local newspapers classified section
- Noticeboards at your school/college/university
- Signs in the windows of shops, restaurants, bars, etc
- Word of mouth
- Simply going to an employer and asking

To help you research volunteering opportunities:

- Vinspired: Opportunity Marketplace for Volunteers: Sign up to volunteering opportunities: <https://vinspired.com/volunteer>
- Volunteering opportunities in England: www.volunteering.org.uk
- Volunteering opportunities in Wales: www.challengewales.org/volunteering
- Volunteering in Scotland: www.volunteerscotland.org.uk/
- Volunteer Now (Northern Ireland): www.volunteernow.co.uk
- Volunteering abroad: <https://futuresensefoundation.org/get-involved/volunteer-with-us/>

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