

## The University of Portsmouth Graduate Internship Programme

This programme is designed to provide a valuable employment experience to both the graduate and business that should be a minimum of 12 weeks. During this time it is anticipated that the graduate will have access to, and experience of, a working environment that will assist them in gaining onward employment. The Internship will be partially funded through HEFCE at £1200 per graduate.

Internships are available to all small businesses and those larger businesses in the following sectors: Low Carbon, Digital Industry, Life Sciences and Pharmaceuticals, Advanced Manufacturing, Professional and Financial Services, Engineering Construction and the Ageing Society.

Internships will be primarily, but not exclusively, aimed at unemployed graduates who have qualified with an undergraduate degree in 2008 or 2009.

Purple Door Careers and Recruitment at the University of Portsmouth will be administering the programme as outlined below:

- The programme will be offered from February 2010 to September 2010.
- Internships will be full time for a minimum of 12 weeks; although employers are encouraged to take on the graduate for a longer period.
- Employers will be advised on the role content to ensure the graduate is developing employability skills and gaining quality work experience relevant to their future career plans.
- This Internship programme will be a full-time paid opportunity for the graduate.
- Employers will receive a subsidy of £1200 per Internship. This will be paid in two stages; at the commencement of the Internship and at week six of the Internship.
- The University will support the graduate during, and after, the Internship by visiting the placement and working with the graduate to reflect on what they have gained. The graduate would be offered careers advice, CV help and access to a range of workshops on interview techniques, job hunting and staying motivated.
- Graduates will be expected to register with Purple Door Careers & Recruitment by emailing a copy of their CV to [purpledoor.recruitment@port.ac.uk](mailto:purpledoor.recruitment@port.ac.uk)
- Employers will need to contact Alice Hickman, Purple Door Recruitment Manager on 023 92842703, to discuss the proposed Internship. Purple Door Careers and Recruitment will then manage the process to ensure the best fit is applied to both the graduate and employer.

