# **CAREERS ADVICE & SUPPORT FOR LGBT STUDENTS**

The Careers and Job Prospects team is committed to empowering all students to achieve their full potential and to promoting equality of opportunity in all aspects of the workplace.

## Information and Resources for LGBT Students

The Careers library, located within Student Services, provides a selection of resources and leaflets for LGBT students including copies of Stonewall's 'Starting Out' careers guide. You may also find the following links useful:

- Out At Work includes information, resources, case studies and links to employers
- <u>Proud Employers</u> jobs with gay-friendly employers. Browse by, location, salary and sector
- <u>Gay Business Association</u> the LGBT Professional Network. Offers news, advice, events and networking opportunities.
- <u>Stonewall Top 100 Employers</u> the definitive list of Britain's most gay-friendly workplaces. Stonewall also offer advice, resources and guides around workplace discrimination.

## One to One Support

The Careers and Job Prospects service offers confidential advice and guidance by phone, online or in person. Find out more about <u>booking an appointment</u> or using our <u>online</u> <u>services</u>. You can also find support through the <u>University counselling service</u>.

All our Career Consultants receive training in diversity, are professionally qualified, and operate within the <u>Matrix Standard</u> and the <u>University Equal Opportunities Policy</u> <u>Statement</u>. We operate a student-centred service, which is delivered in an appropriate manner that is sensitive to the needs of individuals.

# **Careers Information**

A range of careers and job prospects resources are available in the Student Services offices across the university campuses and staff are happy to provide assistance to students and graduates in locating and using resources. All materials produced by the Career and Job Prospects team can be made available in alternative formats on request.

### Access to our services

Careers and Job Prospects appointments, events and workshops can be booked at any of our main campuses, which are accessible to students and graduates with mobility difficulties, including wheelchair users or online. We ensure all our appointments, events and workshops are in accessible location for students and graduates with mobility difficulties. If for any reason you require reasonable adjustments to attend an appointment, event or workshop please contact Student Services prior to attending.

## **Confidentiality and your Information**

All information you provide to us will remain confidential. We will not pass on your information unless you give us your permission, or under specific circumstances which we will discuss with you. We will manage your information in line with the <u>University procedure</u> on data protection

### CONTACT INFORMATION

There are a number of ways to get in touch with the Careers and Job Prospects Team:

#### In person:

Visit Reception at Student Services to find out about appointment times and drop-ins.

- City North Campus (Perry Barr), 1st floor Baker building
- City South Campus, 2nd floor Seacole
- Gosta Green, room G27
- Millennium Point, 3rd floor

#### Online

www.bcu.ac.uk/askus - e-guidance service

Facebook Birmingham City University Careers and Jobs

Twitter @employmentzone

### By Phone:

Student Services switchboard: 0121 331 5588