Earth Science & Environmental Work

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10 things that you need to know about environmental work

There is no single environmental profession: environmental work encompasses a wide range of technical and non-technical jobs in industry, local and national government and voluntary organisations.

1. **Start early**
   It takes time to build up work experience and to develop contacts. If you have always wanted to work in the environment, don’t leave this until your final year - employers will question your motivation!

2. **Keep abreast of topical issues**
   Read the environmental press and up-to-date with current issues and legislation relevant to your area of interest e.g. [www.ends.co.uk/](http://www.ends.co.uk/), [www.edie.net/](http://www.edie.net/) and [https://environment-analyst.com/](https://environment-analyst.com/). Note: these sites charge fees for full access BUT all have a free e-newsletter with headline stories (that you can follow up elsewhere online for free), and some sites offer free trial access.

3. **Graduate/entry level jobs are not always advertised**
   Although you can meet some environmental recruiters at Manchester careers fairs (typically the larger multidisciplinary consultancies and oil/utility companies), many jobs in this sector fall into the “business as usual” category and are advertised as they come up, rather than as part of an annual recruitment campaign. An effective strategy is to target organisations that interest you: research their current opportunities on their website or consider making a speculative application.

4. **Work experience is very important**
   Even if you have a related degree, employers still look for work experience as evidence of your commitment to environmental issues and for any relevant practical experience gained. It doesn’t need to be paid or full time, but it does need to be ongoing rather than just the odd day then nothing for 12 months. Be prepared to do anything
(even if wellies are involved to start with) and stick at it. You can start volunteering anytime [www.volunteers.manchester.ac.uk/](http://www.volunteers.manchester.ac.uk/). If you want to make speculative applications or explore companies you could work with, visit: [www.earthworks-jobs.com](http://www.earthworks-jobs.com) and [www.euskills.co.uk](http://www.euskills.co.uk).

5. **Develop relevant skills**
Employers rate practical skills and experience highly. The Conservation Volunteers run conservation skills training courses and they are active in the Greater Manchester area [www.tcv.org.uk/](http://www.tcv.org.uk/). For some consultancies, data analysis skills are vital (they test them at interview) so get to grips with Excel and other applications.

6. **Consider further study**
Around 50% of people working in the sector in the UK have at least a Master’s degree, and some recruiters will favour candidates with a relevant postgraduate qualification. Having lots of relevant work experience is about the only way to avoid doing one. However, some companies do hire graduate trainees with an undergraduate degree. Research employer requirements early so you know what is expected of you as a future applicant.

**Tip:** If the employer you are aiming for prefers candidates with a Master’s degree, it is worth enquiring whether they offer course sponsorship, or whether you could undertake an internship with them between your Bachelor’s and Master’s degree.

7. **Project work**
If your degree requires you to submit a dissertation or other project work, pick one with an environmental focus. Information interviews and surveys present a great opportunity to meet with relevant environmental professionals and policy makers. It could be linked to a specific employer or environmental organisation - what better way to demonstrate your potential employability than undertaking a viable and relevant piece of research?
8. **Consider joining a professional institution**

Joining professional institutions as a student member can provide access to regional events and meetings, where you could be in direct contact with professional environmental staff (student membership fees are often heavily discounted). E.g. [www.iema.net/](http://www.iema.net/), [http://www.ciwmdirectory.co.uk/](http://www.ciwmdirectory.co.uk/), [www.environmental.org.uk/](http://www.environmental.org.uk/).

9. **Seek out opportunities to talk to the people who do the job**

Meet the Professionals events organised by the Alumni team and other events organised by the Careers Service allow you to talk with the people actually doing the work. Information obtained from such interactions can help you spot opportunities and target your applications more effectively.

10. **Join a relevant organisation or local group**

It’s a great opportunity to rub shoulders with useful people whilst getting some work experience. Local talks and events may bring you into contact with professionals as well as other people who share your interest. Arrange to talk to someone involved in the field that interests you or set up some work shadowing. Volunteering can also help build relevant experience e.g. working for a community recycling organisation is good experience for those considering careers in waste management.

**Why should I get work experience?**

Work experience will increase your chances of securing a graduate job or a place on a PhD programme after university. It also gives you an opportunity to explore the different career options open to graduates.

Work experience can include everything from a day spent shadowing an environmental consultant through to a 12 month industrial placement. It could be paid or done as a volunteer – it all counts!
“Graduates who have had no previous work experience at all are unlikely to be successful during the selection process and have little or no chance of receiving a job offer for their organisations’ graduate programmes.” (High Fliers Survey of the Top 100 Graduate Employers 2017)

Q: When should I start applying for work experience?
A: RIGHT NOW!

First Years: Although many formal work experience/placement schemes target undergraduate students in their penultimate year of study, we actively encourage students to start looking for work experience in their first year: www.manchester.ac.uk/careers/workexperience. You can also start volunteering anytime: www.volunteers.manchester.ac.uk/.

Penultimate Years: Second year onwards is when employers start to target students for relevant summer internships and year-long placements. Some will recruit as early as September/October the year before they want you to start, and may attend careers fairs or host presentations on campus.

Some employers advertise summer work experience opportunities later in the year. This is typical of small to medium sized organisations (FACT: c90% of companies in the UK environmental services sector are SMEs). It is also advisable to make some speculative applications too (more about this later).

If you are studying a Geology or related degree:
- Summer Mapping Project?
  Plan ahead and you can fit some work experience in around this lengthy project. You just need to be creative about it.
- 3rd Year MEarthSci?
  Make getting work experience your priority this summer! Promote your mapping skills to companies and build your practical experience (See Centrica tip below).
Final Years: If you are a final year student, some organisations may still consider you for a summer internship e.g. if you intend to pursue post graduate study in a related subject. Gaining such experience, before starting your postgrad course, will give you an advantage when job hunting both during and after your course.

Tip: Centrica’s summer internship programme targets final year students intending to go on to Master’s level study.

If you have come across a career idea late in the day, there may still be time to organise some work shadowing (see Creative job search on page 13).

Graduates: The Manchester Graduate Talent programme (MGT) offers paid graduate level positions lasting 4-12 months.
www.careers.manchester.ac.uk/findjobs/graduatejobs/mgt/

Other options are:

- Graduate Step – work placements with SMEs (small/medium sized firms) www.step.org.uk
- Change Agents UK – for work placements in sustainability www.changeagents.org.uk
- Graduate Talent Pool – includes graduate internships around the UK http://graduatetalentpool.direct.gov.uk

Look out for regional work experience initiatives for recent graduates, as some will be open to graduates from any university. If you move away from Manchester after your degree, it is worth contacting your nearest university Careers Service to enquire about schemes in the local area. This blog post will get you started: http://manunicareersblog.com/help-for-grads
Where should I look for work experience?

If you’re looking for work experience, or indeed any job, two alternatives are:

1. Look for opportunities which are being advertised
   - The pros – you know there is a job to be filled
   - The cons – so do lots of other people, so the competition will be high

2. Look for relevant employers and see if they have any opportunities
   - The pros – they may have jobs to be filled, but if a job isn’t available now, they may keep you on file; this means that when a vacancy does occur, they may contact you before even considering advertising, so there is less competition (and the job may never get advertised if your CV on file fits the bill)
   - The cons – they may not be recruiting when you need a job

To give yourself the best chance, you could try a combination of both of these strategies.

Formally advertised jobs, internships and work experience

Many organisations offer formal work experience to undergraduates. These are usually competitive but Manchester students have been successful; just do your homework, put time into your application and apply early!

- Search for vacancies on the CareersLink website, including part time jobs, internships and placements. Use the advanced search options to personalise your search and set up email notifications. www.manchester.ac.uk/careerslink
You can also use CareersLink to find out about employer-led presentations on campus for recruitment. These may also be flagged up on the main website. [www.manchester.ac.uk/careers/events](http://www.manchester.ac.uk/careers/events)

Use the Organisation Directory on CareersLink to find companies by sector and occupational area. [www.manchester.ac.uk/careerslink](http://www.manchester.ac.uk/careerslink)

Look out for notices and emails from your School about opportunities for work experience.

Attend careers fairs e.g. the Big Careers fairs held annually in October at Manchester Central. [www.manchester.ac.uk/careers/events](http://www.manchester.ac.uk/careers/events) Some employers at the Graduate Fair will also be promoting 12 month and summer placements for the following summer.

Use graduate recruitment directories to research opportunities. Limited copies are available in the Atrium or explore online: [www.prospects.ac.uk](http://www.prospects.ac.uk), [http://targetjobs.co.uk](http://targetjobs.co.uk), [www.top100graduateemployers.com](http://www.top100graduateemployers.com), [http://targetjobs.co.uk/uk300](http://targetjobs.co.uk/uk300) (Guardian).

The STEP Programme [www.step.org.uk](http://www.step.org.uk) provides paid placement opportunities for penultimate year students in the summer vacation. The project-based placements are available UK wide and students are placed within small-medium sized businesses.

The Environment Job website has an active jobs board and is useful for exploring the different sorts of opportunities in the sector. [www.environmentjob.co.uk](http://www.environmentjob.co.uk)

Ask for a copy of the “Job search guide” starting point sheet at the Careers Service or download as a PDF. [www.manchester.ac.uk/careers/startingpoints](http://www.manchester.ac.uk/careers/startingpoints)

**Sources of work experience and mentoring schemes**

The **Ask Me About** via the Manchester Alumni network offers the chance to get the inside track on a career. Ask questions of someone who works in your ideal job or sector. [www.manchester.ac.uk/careers/findjobs/mentoring/askme](http://www.manchester.ac.uk/careers/findjobs/mentoring/askme)
Schemes in the UK

- The Conservation Volunteers - Voluntary work, conservation holidays, courses. [www.tcv.org.uk](http://www.tcv.org.uk)
- National Trust - Working holidays and practical volunteering at their properties. [www.nationaltrust.org.uk](http://www.nationaltrust.org.uk)
- Groundwork Trust - Environmental regeneration organisation, volunteering opportunities across the UK. [www.groundwork.org.uk](http://www.groundwork.org.uk)
- Change Agents - Paid 2-12 month projects for recent graduates in the sustainability sector. [www.changeagents.org.uk](http://www.changeagents.org.uk)
- International Institute for Environment and Development (offers internships offered via the STEP Programme). [www.iied.org/internships](http://www.iied.org/internships)
- Centre for Sustainable Energy - Volunteers, advertised internships in the past. [www.cse.org.uk](http://www.cse.org.uk)
- Slow Food – Internships. [www.slowfood.org.uk/about/internship-programme](http://www.slowfood.org.uk/about/internship-programme)
- Greenpeace - paid internships in London. [www.greenpeace.org.uk/what-you-can-do/internships](http://www.greenpeace.org.uk/what-you-can-do/internships)

International schemes

Many of these schemes require you to “pay your own way” and can be expensive. They include organisations like Raleigh International and Coral Cay. Check out the resources in the Careers Library for more information. You may also find the Starting Point guides on “International & Overseas Development Work” and “Working for a Charity or Community Organisation” useful. [www.manchester.ac.uk/careers/startingpoints](http://www.manchester.ac.uk/careers/startingpoints)

Funding your work experience

Work experience bursary

Careers Service offers bursaries to students to enable them to undertake work experience. Look out for future bursary opportunities on our website. [www.manchester.ac.uk/careers/findjobs/bursaries](http://www.manchester.ac.uk/careers/findjobs/bursaries)
Summer research placements and field work grants

If you are considering a career in research or a PhD, some organisations and learned societies offer bursaries to enable undergraduates to work in a research group during the summer vacation. The bursaries provide student support for a period of around 6 to 10 weeks, plus sometimes a sum for research expenses. Some organisations offer awards to fund course-related projects or fieldwork. Many bursaries are aimed specifically at undergraduate students in their penultimate year of study, but others have broader criteria and are open to postgraduates.

If you are interested in undertaking a project, talk to your academic tutor or other staff member whose research interests you. They may be able to confirm whether School funding exists at that time. You could also consider approaching researchers in another university.

General advice about applying for studentships:

- You may need to find yourself a potential supervisor for the summer (in some cases someone who is a member of the society offering the funding). You could start by talking to your tutor or to a member of academic staff whose research you find of interest. Remember: researchers working in popular areas may be inundated with requests. Consider some less obvious areas of research as this might improve your chances. Consider approaching research staff at other universities too.

Tip: Some learned societies have a list on their website those who received an award in the past - some name the student but some also the supervisor.

- Remember that academic researchers are busy people. Be politely persistent: don’t give up if your first email is ignored, but don’t be a pest either! They’ll favour people who they believe are capable of undertaking a PhD project in the future, who would be useful to have around the laboratory, who are easy to manage and who
won’t need constant supervision. Although academic staff may have supervised summer students in the past, they are under no obligation to do so.

- Be aware that staff in the Faculty may have access to your academic results. In the absence of any other information about your capabilities, these could affect any decision they make.

**UK Programmes**

- Imperial College Undergraduate Research Opportunities Programme - no deadline but do apply early (up to 1 year in advance) [www.imperial.ac.uk/urop](http://www.imperial.ac.uk/urop)
- Geological Society undergraduate fieldwork bursaries [www.geolsoc.org.uk/grants](http://www.geolsoc.org.uk/grants)
- The Centre for Ecology & Hydrology [www.ceh.ac.uk/careers/studentships](http://www.ceh.ac.uk/careers/studentships)
- British Geological Survey - unpaid placements between 1-6 weeks, with allowance to cover accommodation and/ or meals [www.bgs.ac.uk/vacancies/opport.htm](http://www.bgs.ac.uk/vacancies/opport.htm)
- The British Ecological Society has offered internships in the past (e.g. a paid policy internship in 2013). They also run an Undergraduate Fellowship Scheme which allows students to participate actively in the society and attend events, as well as represent the BES at other events. [www.britishecologicalsociety.org/careers](http://www.britishecologicalsociety.org/careers)
- Marine Biological Association of the UK Student Bursaries - Available throughout the year but for summer experience, students are advised to apply before the end of February annually [www.mba.ac.uk/research-top-3/awards-grants-and-training](http://www.mba.ac.uk/research-top-3/awards-grants-and-training)
- Whitley Wildlife Conservation Trust awards a number of grants to students undertaking nature conservation research or some kind of educational experience relating to a conservation project. Applications considered biannually, deadline 30 April or 31 October. (NB It has also offered internships in the past at one of its reserves) [www.wwct.org.uk/grants.php](http://www.wwct.org.uk/grants.php)
- People’s Trust for Endangered Species Internship Award – up to £4k to fund a discrete project carried out with a conservation
organisation or a university research group
www.ptes.org/index.php?cat=90

- The British Antarctic Survey welcomes students who wish to gain hands-on experience of working in a scientific research environment while studying, offering summer placement opportunities.
https://www.bas.ac.uk/jobs/work-experience-opportunities/

Overseas Programmes

- LPI Summer Intern Programme in Planetary Science (TX, USA)
www.lpi.usra.edu/lpiintern/ (Check out this blog post from a SEES student, Tim, who did this internship http://bit.ly/1R9pnfM)
- GeoTenerife, in collaboration with Canarian Volcanology Institute (Tenerife, Spain) – internship fee charged which covers all accommodation and transfer costs but not flights out. Feedback from a SEES student who did this in 2014 was that it was not excessive and was a good experience
www.geotenerife.com/index.php/fr/internships
- Fulbright: Study of the US Institute for European Student Leaders on Environmental Issues, for UK undergraduate students to go to the US – Deadline usually in January
www.fulbright.org.uk/fulbright-awards/exchanges-to-the-usa/undergraduates/susi-on-environmental-issues
- Woods Hole Oceanographic Institution Summer Fellowship (MA, USA) www.whoi.edu/page.do?pid=36375
- Smithsonian National Museum of Natural History Summer Research Internship (Washington DC) www.mnh.si.edu/NHRE
- Smithsonian National Air and Space Museum (Washington DC) - including planetary science
http://airandspace.si.edu/research/internships
- Iceland Geosurvey - unpaid internships for graduates (if you can find some funding!), annual deadline 1st April
www.geothermal.is/applications-internships
Travel Awards for Manchester Students
If you need to find funding to allow you to undertake an unpaid project or volunteering, the University and the Alumni Office offer travel awards to current students. Check any eligibility criteria carefully before you apply.

- Careers Service work experience bursaries
  [www.manchester.ac.uk/careers/findjobs/bursaries](http://www.manchester.ac.uk/careers/findjobs/bursaries)
- University – look in the Crucial Guide in My Manchester under Financial life > Funding > Travel Awards for details
- Alumni Office Global Impact Awards for current students
  [http://your.manchester.ac.uk/current-students/global-impact-awards](http://your.manchester.ac.uk/current-students/global-impact-awards)

For more information on awards, see our information on funding postgraduate study, as some awards can be used for a variety of purposes.
[www.manchester.ac.uk/careers/study/postgraduatesudyandfunding/](http://www.manchester.ac.uk/careers/study/postgraduatesudyandfunding/)

Creative job search: Finding my own opportunities

Not every job or work experience opportunity is advertised widely and you may be able to persuade an organisation to take you on by making a speculative application.

Be proactive

- Make direct contact with organisations that interest you. Check their websites for information about vacancies and schemes. Apply speculatively to those who do not mention work experience opportunities on their website “just in case”. Call them first, then send a targeted CV and a covering letter focused on why you are interested in them and why they should be interested in you.
- Include on your CV your practical experience, to show how you can be useful and “hit the ground running” (employers may be wary if they think you’ll need a lot of training first) e.g. lab skills, mapping, field work, data analysis etc.
Try to write to a named technical or lab manager rather than “personnel” or “human resources”. Such managers are more likely to know if there is project work pending that could lend itself to a summer placement.

Look for names of people on LinkedIn or who are name-checked in publications/online. If you Google a company name, LinkedIn profiles often appear in the search results.

Be flexible

Not every organisation can offer 10 week paid placements. Work experience can include work shadowing (where you observe someone doing their job), volunteering, part-time jobs and project work. Rather than spend the entire summer with one employer, you could quite feasibly arrange several shorter periods of work experience with different employers.

Tip: Scan related job adverts to identify companies you could approach speculatively for work experience. The ad may include a department or contact name, so you know where to direct your enquiry. Look for news articles about companies in the business sections: winning a new contract could mean they are in a position to recruit.

Useful resources for your creative job search

- [www.thegologistsdirectory.com](http://www.thegologistsdirectory.com) - the “Geologists directory”.
- [www.cieem.net/students-careers](http://www.cieem.net/students-careers) - Chartered Institute of Ecology and Environmental Management.
- [www.endsdirectory.com](http://www.endsdirectory.com) – database of environmental consultancies
- [www.oilandgasuk.co.uk](http://www.oilandgasuk.co.uk) – members directory, including oil companies and consultancies (look on the Membership page).
- [www.r-e-a.net](http://www.r-e-a.net) - Renewable Energy Association, members directory
- [www.ukspa.org.uk](http://www.ukspa.org.uk) - the UK Science Parks Association site has links to science parks across the UK (e.g. Manchester Science Park).
- **www.rcuk.ac.uk** - Government research centres and institutes are normally funded (at least in part) by one of the UK Research Councils. Check each Research Council for lists of its funded institutes.
- **www.airto.co.uk/our-members.html** - AIRTO is a membership organisation for a number of commercial and government funded research organisations and institutes.
- **www.taforum.org/Members** - find a relevant trade association – their websites often list members.
- **www.linkedin.com** - If you are a member of LinkedIn, you can join groups which are relevant to your interests. This will let you see where other group members work. You can search companies by keyword and filter by location etc. You can search for alumni from your course (there are over 24,000 members of the Manchester Alumni Association group on LinkedIn).
- **www.edie.net** includes a jobs portal and company directory.
- **www.environmentjob.co.uk** lists jobs and volunteering opportunities by sector.

**Web Directory**

**Jobs sites**

- **www.countrysidejobslink.co.uk** - Links to UK national organisations, local government and organisations in the voluntary sector.
- **www.countryside-jobs.com**
- **www.earthworks-jobs.com** – Geological, engineering and land management.
- **www.environmentjobs.co.uk** - Jobs organised by employer e.g. business, charity etc.
- **www.environmentjob.co.uk** - Jobs organised by area of work e.g. policy, recycling.
- **www.newscientistjobs.com**
Relevant organisations

- www.cat.org.uk - Centre for Alternative Technology.
- www.defra.gov.uk - DEFRA (Department for Environment, Food and Rural Affairs) includes Civil Service Fast Stream entry to DEFRA.
- www.environment-agency.gov.uk - Includes online vacancy list by region
- www.naturalengland.org.uk - Natural England site, including information, jobs and volunteering opportunities.
- www.nerc.ac.uk - Natural Environment Research Council.

Careers information/research

- www.prospects.ac.uk/types_of_jobs_environment.htm - See list of some possible job roles within the Environment sector.
- www.eldis.org - Gateway to jobs, volunteering and research opportunities relating to Development and Environmental issues worldwide.
- www.newscientist.com/section/environment

Specialist recruitment agencies

Agencies often require candidates to have several years of relevant experience.

Search for an agency by sector (and/or region) at the site of the Recruitment & Employment Confederation (REC) www.rec.uk.com

- Acre
  www.acre-resources.com
- Allen and York – Search and Selection
  www.allen-york.com
- Evergreen Resources
  www.evergreen.org.uk
Careers Resources

Resources available include reference books and journals in The Atrium (University Place), as well as online resources. 
www.manchester.ac.uk/careers/library
For more information on networking and using social media for careers, see www.manchester.ac.uk/careers/findjobs/graduatejobs/networking.

Volunteering and unpaid work experience

An important message about unpaid work experience
Your Careers Service does not endorse working unpaid as despite the great number of unpaid internships out there, many are in fact illegal and should be paid. On our website are some suggestions so that you can consider some of the issues, understand your rights better, and know where to draw the line if you do decide to take any unpaid experience. 
www.manchester.ac.uk/careers/findjobs/paytax/unpaid

Volunteering
If you are interested in work like environmental conservation, it can be difficult to find paid work experience. However, there are numerous opportunities in these areas if you volunteer.

- www.volunteers.manchester.ac.uk/ will help you explore your options and you can browse volunteering opportunities on the Volunteering Hub: www.find-volunteering.manchester.ac.uk/

There are a number of overseas work experience schemes, particularly around conservation, that are advertised to students. These schemes incur a fee, from a couple of hundred pounds a week to several thousand in total. This is usually to cover the cost of food and accommodation and in some cases travel. Research these opportunities carefully before you commit your time and your money. You may find our Starting Point guide on “International & Overseas Development Work” helpful.
www.manchester.ac.uk/careers/startingpoints
Postgraduate study

There are a range of postgraduate courses relevant to environmental careers, from environmental engineering to pollution control. Although there are conversion-courses open to all graduates, some require you to have a relevant first degree or prior work experience. The Prospects website has a searchable database of taught courses and research in the UK.

www.prospects.ac.uk/links/pgdbase  See also
www.manchester.ac.uk/careers/study
To determine whether a course is right for you, ask the admissions tutor about the career destinations of past students. They can also advise on any available funding. Looking at the subject areas covered by the course can help determine whether the course has a theoretical or practical focus. Ask employers too, especially if they ask for a Master’s qualification as standard.
For those interested in environmental policy and practice, Forum for the Future run a Leadership for Sustainable Development Masters Programme. This includes placements across 6 sectors, including government, regulatory institutions and the media.
www.forumforthefuture.org/masters-course

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