









#### ART AND DESIGN

#### INTRODUCTION TO THE ART AND **DESIGN SECTOR**

In 2018 there were estimated to be 10,000 Art & Design jobs in the UK's creative industries and 88,000 jobs outside of the creative industries. The sector contributes £3.4 billion to the UK economy and there are 11,620 Art and Design businesses, employing 149,510 people. Students within the sector continuously develop employment related skills, showing creativity, self-reflective ability to produce art and design for an enormous range of specialisms and audiences using a range of media.

#### **WORK EXPERIENCE AND PORTFOLIO**

You should start building up a portfolio of work while you're an undergraduate. This should contain examples of your own ideas rather than just coursework. In addition, enter as many competitions and exhibitions as possible and begin to get your work known. Voluntary work with community art initiatives can be valuable. as well finding paid art-related employment whilst studying through projects at summer camps and activity centres.



#### **PROGRESSION ROUTES**

BA (Hons) Silversmithing and Jewellery - Truro College

BA (Hons) Craft and Design - Truro College

### **CAREERS**

- Ceramicist
- Silversmith and
- Textile Maker
- Jeweller
- Gallerist / Curator
- **Craft Marketing**
- **Art Therapist**
- Product Design Technician
- Craft Workshop/Business Manager

#### **SALARY**

Salaries can vary within the Art & Design sector depending on your job role, organisation and whether you are selfemployed. Examples of average starting salaries of job roles within the sector are:

- **Product Design Technician** starting salary of up to £23,000.
- Ceramicist starting salaries can be around £15,000.
- Textile Maker starting salaries are typically around £15,000 to £20,000.
- Gallerist assistants can earn a starting salary of around £16,000 to £19,000.

### **KEY SKILLS**

- Flexibility
- Independence
- Resilience
- Communication
- Ability to identify employment and business opportunities
- Creativity
- Self-disciplined
- Initiative
- Motivation
- Strong observation. research, and analytical skills









# CVS AND JOB INTERVIEWS

## WHAT IS A CV AND JOB INTERVIEW?

A CV or Curriculum Vitae is a written summary of your skills and qualifications that can be attached to a job application or presented on its own to promote yourself to potential employers. A job interview is when the employer finds out if you are the right person for the job in terms of your professional, personal, and interpersonal skills. It is also the chance for you to decide whether it is the right job for you.

#### WHAT TO INCLUDE IN A CV?

- Contact details
- Personal profile
- Your education history
- Your work experience history
- Hobbies, interests, and achievements
- References

#### **KEY TIPS ON WRITING A CV**

- Create different versions of your CV for different roles that you might consider
- Be concise and to the point
- Proofread and check spelling and grammar
- Match the sections of information with the skills description linked to the role or identified in the job advert
- Always send with a covering letter

## **KEY TIPS ON PREPARING FOR A JOB INTERVIEW**

- Plan your journey
- Prepare your clothes the night before
- Be polite, friendly, and professional
- Body language is significant in terms of creating a good impression
- Answer the questions as fully as you can, using good examples to illustrate your skills

## **SKILLS FOCUSED CV**

This often provides a mini profile of you as an individual and then provides examples that demonstrate evidence of you being able to apply the main skills you have developed in various areas of your life that employers are looking for. This type of CV is also useful if you have gaps in your employment history, limited experience or are applying for a job which is unrelated to your degree.

### **CHRONOLOGICAL CV**

Sometimes known as a traditional CV, it is used to match your qualifications and work experience with the requirements for the job role. This type of CV is structured in reverse chronological order i.e. the most recent qualifications and experience are listed first. This CV template makes it easy for employers to identify potential candidates and for you to match your qualifications, work history and responsibilities with the criteria on the job description.

#### **CREATIVE CV**

A creative CV is used in customer-facing and creative roles in marketing, arts, sales, and media. It can allow you to provide links to an online portfolio or video to create an impact and give a glimpse into who you are and how you can help organisations grow and deliver value to their customers.

## **ACADEMIC CV**

Focusing on educational achievements, this type of CV is used when applying for teaching or research-based roles. They differ to other CVs and include sections on publications, teaching experience, research activities, conferences, and presentations. It is important to keep the CV concise and to target it to the role's requirements.

#### **USEFUL WEBSITES**

<u>Prospects</u>: example CVs, cover letters, interview questions

<u>Student Job</u>: tips on how to write a CV, the interview and CV examples and templates

**REED:** preparing for a job interview









# LABOUR MARKET INFORMATION

#### WHAT IS LMI?

Labour Market Information (LMI) describes all kinds of information used to make labour market decisions. LMI can be a compilation of detailed data on jobs and salaries, employers and employees, sectors, current employment conditions and future trends. Basically, LMI serves to inform on how you can recognise:

- Employment trends
- What job opportunities are out there
- What qualifications and skills are required for specific routes?
- What jobs will be in demand in the future?
- How you can prepare yourself for an everchanging job market
- The level of competition out there
- Sector specific information
- Equal opportunity and diversity within the work force
- Earnings
- Geographic/regional opportunity

### **JOB SEARCH WEBSITES**

<u>Career Pilot</u>: looks at sector information, specific job profiles, salary information and video case studies.

National Careers Service: see how many of the 800 job profiles can help illustrate career activities and offer online guidance.

<u>Get In Go Far</u>: Government portal for information about apprenticeships, with a link website to find live apprenticeship vacancies.

<u>Federation for Industry Sector Skills & Standards</u>: provides sector-specific carers information for young people through the network of Sector Skills Councils (SSCs).

### LMI WEBSITES

<u>CEOS LEP</u>: Obtain the labour market summaries for your LEP area, which will provide useful information on major employers, sectors and developing trends.

<u>LMI for AII</u>: online data portal that connects and standardises existing sources of high quality, reliable LMI.

Nomis; your one-stop shop for Labour Market Information with summary pages providing key trend data about local areas.

<u>iCould</u>: provides 1,000 different video clips of LMI and personal career stories to help students explore different career routes and pathways. Try the Buzz Quiz!

<u>Office for National Statistics</u>: gives regional LMI.

The Resolution Foundation: independent think-tank focused on improving living standards, looking at a wide range of economic and social policy areas and data.

### **BUSINESS IN CORNWALL**

<u>Cornwall Chamber</u>: insight into business activity and developments in Cornwall through the Chamber of Commerce.

<u>Business Cornwall</u>: looks at all the latest updates in the local business community.