

Graduate Trainee Scheme

Case Study



UNIVERSITY OF
LIVERPOOL

Charlotte Morley



What attracted you to a career in Higher Education Management?

"I previously worked at the University whilst I was a student and absolutely loved it – from this experience I knew that I would like to stay in the HE environment as it is really friendly and although there are pressures it feels more relaxed than other working environments. I guess initially I saw it as a path to where I wanted to be in the future, and the opportunity to provide me with the experience I required in different area as well as to help me to see the university in a different perspective than a student."

What parts of the programme have you enjoyed the most and why?

"I thoroughly enjoyed my placement in the Materials Innovation Factory where I was developing the staff intranet, as part of this role I was able to organise a university outreach day, with Unilever in a brand new and amazing research facility – this gave me a different perspective as it allowed me to see not only the educational side of the university but also the research side - which is our speciality. I enjoyed this placement because I got to work in a small team which felt almost like a family."

What have been the benefits of working in different departments across the University?

"I think the main benefit was gaining the skills of how to communicate at different levels... but the whole experience has helped me to understand how I work and who I am as a person such as what I enjoy in the different areas, different disciplines and management styles and it has also directed me to a preferred style."

Which parts of the programme have you found most challenging?

"The most challenging part is probably moving placement each 6 months. It can feel as though you do not completely settle, and you want to show your full potential."

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Tell us about the training and support you have received?

“All of my managers have always given me time to complete my ILM qualification and were proactive in ensuring that I was always up to date. They are always willing to be involved in any of the evidence-based units and modules that I had to complete. I also think that the mentor system is useful.”

Would you say you have changed since you started the programme? And if so in what way?

“I would say that I have learnt to not take feedback so personally and know when to have a more corporate mind-set, I have definitely gained a lot of confidence and knowledge about the HE Sector too.”

How useful have you found it having a University Mentor?

“The mentoring system is really good as you have the opportunity to gain advice from a senior member of staff. You can seek advice on anything from job applications to gaining new skills. It’s great that the mentor is independent from any of the placement managers or other individuals on the scheme as you can chat to them and know it’s in confidence.”

What could the University do to make the experience even more positive?

“I could only suggest that, as the mentors are chosen for you, maybe the needs of each individual could be considered to match them to their ideal mentor who is able to offer what they are looking for and are experienced in the areas where they may feel they require development. Although the mentoring scheme is very supportive and I had a really good experience with it, this could be considered to ensure that all who complete the scheme feel they have the same support.”

What advice would you give to other graduates who might be considering the graduate trainee programme at the University of Liverpool?

“I would say if you are going to apply, be confident in your own ability and just be yourself! Don’t feel like you must change at any stage of the application, from initially applying for the job to the interview and then when in post. Some advice I would give is to ensure that you research management, because this may have been useful along my journey!”

What are your ambitions and hopes for the future?

“I am still a bit torn about what I would like to do, but I definitely want to go into project management. I am considering a social work field but also looking into jobs in outreach and marketing. The programme made me realise outreach is the area I really enjoy so I would ideally like to stay here at the university, because it gives me the opportunity to volunteer at events and make a real difference, which is a really amazing feeling.”



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