**Volunteering Opportunity**

<table>
<thead>
<tr>
<th>“Spotlight On...HR Management” Speaker</th>
</tr>
</thead>
</table>

**Task manager – name and contact details**

Anna White, Employability Officer (Faculty of Arts)

anna.white@nottingham.ac.uk

---

**What is a “Spotlight on HR Management” Speaker?**

We’re looking for enthusiastic alumni to participate as a panel member in a careers event for both undergraduate and postgraduate students from a range of subjects and years. As a “Spotlight On...HR Management” Speaker you’ll be asked to talk for 5-10 minutes about your personal experience of the world of work and take part in an audience Q&A.

As a “Spotlight on HR Management” Speaker we’d love to hear about:

- What made you choose your degree
- Your experience of the graduate recruitment process – good and bad!
- A typical day-in-the-life of your role
- What you enjoy about your role, organisation and sector
- Any tips you have for students looking to do something similar with their career
- The skills and experience you’ve taken from your degree and how you’ve applied these in the workplace

**Who can be a “Spotlight on HR Management” Speaker?**

If you’re currently working in HR Management and would like the opportunity to practice your public speaking skills, whilst making a positive impact on the lives of students – this opportunity could be for you!

We’re looking for alumni who:

- Have between 3-10 years’ work experience post-graduation
- UK based and able to travel to and from the event in the same evening
- Have worked in either in recruitment, policy, pensions, performance and reward, training and development, strategy and organisation development or employee relations

**When and where does the opportunity take place?**

- **Date:** Wednesday 11 October 2017
- **Time:** 17:30 – 20:00
- **Location:** University Park Campus, Nottingham

**Expected number of volunteering hours:** 2.5hrs, plus preparation and travel time

**Who will benefit from your contribution?**

Your contribution will help provide students with a unique insight into the world of Human Resources. For current students considering careers in HR, hearing an authentic representation of what Nottingham alumni go on to do after graduation will be really inspiring. In post-event evaluation surveys from similar events, students have commented: “I found it very helpful that all speakers were from a different [media] sectors and they have all taken different routes to end up at exciting and stimulating career stages”

**How do I apply to be a “Spotlight on HR Management” Speaker?**

Please complete an [application form](mailto:givingtime@nottingham.ac.uk) today – a member of the team will then be in touch to discuss the opportunity further.

---

CARO Contact: Volunteering Team
t: +44 (0)115 82 66940
e: givingtime@nottingham.ac.uk