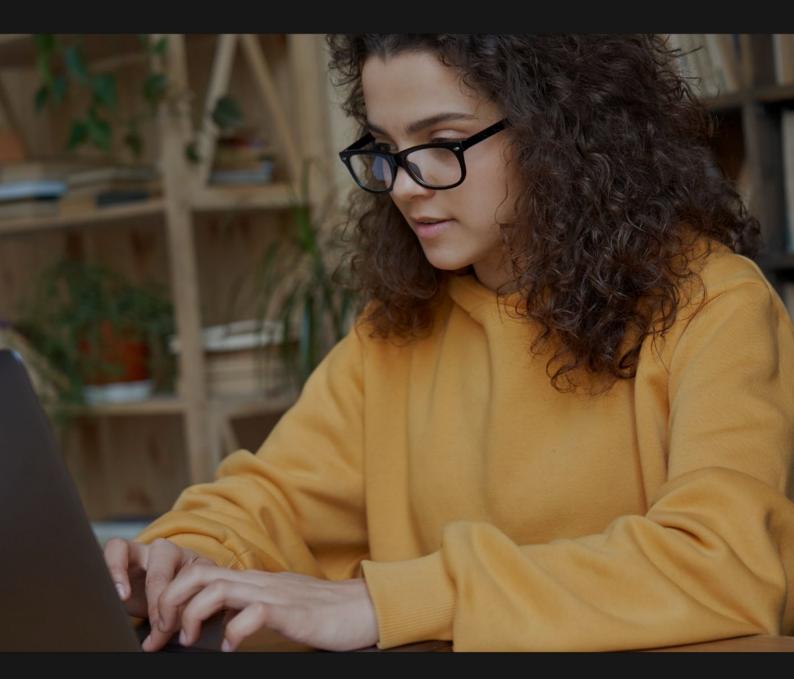# GT SCHOLARS CAREERS SUMMIT
FEB 2021

Workbook: How to find virtual work experience in a pandemic: 12 ways you can find work experience & boost your CV

12 ways to find virtual work experience and boost your CV

1. POINT IT OUT: Make sure to point out in any job applications your ability to work remotely. Back this up with examples of how you have coped working remotely at school and elsewhere, and any technology you used.

2. DOWNLOAD AND LEARN TO USE RELEVANT SOFTWARE IN ADVANCE: Zoom, Google Meet, Skype, Slack, Microsoft Teams, Excel, Powerpoint, Google Docs, Trello

3. MAKE SKILLS VIRTUAL-FRIENDLY: Include remote working when you are discussing your skills either in your CV or in interviews

4. PERSEVERE: Keep trying and don't give up if you get any rejections. Applications take time.

5. START SMALL: Small companies and start-ups are more likely to say yes to work experience as they often need more help and have less applicants.

6. WEBSITES TO USE TO SEARCH FOR WORK EXPERIENCE: LinkedIn, Indeed, Simply hired, careerbuilder, CV Library, Monster, Jobsite, Glassdoor, Total Jobs, adzuna. These are just a few!

7. USING KEYWORDS IN JOB SEARCHES: Make sure you use relevant words that limit your search, for example "remote", "remote working", "work from home", "virtual", "home based"

8. BE OPEN TO WORKING VOLUNTARILY: sometimes it is hard to get paid work experience if you don't already have work experience. Therefore, volunteering for experience can be a great place to start and develop the foundations.

9. EMAILING COMPANIES OR EMPLOYERS: Even if a company or organisation doesn't have any work experience advertised, you can usually find their email on their website where you can reach out and ask if they would consider taking you on for some work experience.

10. CREATING YOUR OWN EXPERIENCES: You can create blogs/vlogs, articles, and sell items online, all of which are great skills to add to your CV. Use Etsy, Ebay and Depop for selling items, and youtube and wordpress for blogs/vlogs.

REMEMBER: Stay safe when you are finding work experience online.
- Check the eligible age for the work experience before applying.
- Speak to your parents before you sign up and make sure the site is legitimate and secure.
- Don't give out any unnecessary personal information.

11. ENROL IN FREE COURSES ONLINE: There are a number of websites currently offering free courses online. Before signing up make sure the courses really are free and there are no hidden costs. Free courses are also advertised on the government careers service: https://nationalcareers.service.gov.uk/find-a-course/where-to-find-free-online-learning

Top examples:
- OpenLearn: https://www.open.edu/openlearn/free-courses/full-catalogue
- Future Learn: https://www.futurelearn.com/courses
- Pearson: https://uklearns.pearson.com/courses.html
- iDEA: https://idea.org.uk

12. WEBSITES CURRENTLY OFFERING VIRTUAL WORK EXPERIENCE: There are also a number of websites currently accepting applications for virtual work experience.

Top examples:
- The Forage: https://www.theforage.com/
- The Prince's Trust: https://www.princes-trust.org.uk/help-for-young-people/get-job/get-experience
- Future First: https://futurefirst.org.uk/services-and-products/
- Springpod: https://www.springpod.co.uk/
- BSMS: https://bsmsoutreach.thinkific.com/courses/VWE