

# Year in Enterprise; Placement Opportunities for 2<sup>nd</sup> Year Students across campus

## Job description:

The successful candidates will work on setting up their own business during their third year with the support of:

- A formal training package
- The support of a trained business advisor
- Free office space on campus in the innovation centre
- A placement bursary of £5000
- Academic tutoring

## Essential requirements:

- Enterprising student with a good business idea
- The potential to write a workable business plan (support is available if required)
- The desire to spend your third year developing your own business

## Desirable requirements:

- Good communication skills – you will be speaking with and liaising with and writing to a lot of different people and must have the potential to do presentations, briefings etc
- Good at working well on your own; being proactive
- Strong team player too– you must be able to work well with clients and other stakeholders at all levels once your business becomes established
- Good IT skills e.g. Microsoft Office Suite (including Excel, Word and Powerpoint)
- Friendly, and able to be flexible and adaptable
- Potential to become a good networker too

**Application process:** You do need to demonstrate a real interest in setting up your own business as well as to have a workable business plan in the process initially. You will need to submit:

- **A business plan** (*you are welcome to decide the format of this document, however we would expect that you have discussed/check this with one of the SPARK business advisors prior to application to the Year in Enterprise*)
- **A timetable of activity** and
- **An application form** (downloadable from the Leeds Enterprise Centre website: <http://lec.leeds.ac.uk/year-in-enterprise/how-to-apply/>)

**Closing date:** Midnight 29<sup>th</sup> March 2016

**Please send your completed applications to:** Dr Joanne Dickinson,  
[j.h.dickinson@leeds.ac.uk](mailto:j.h.dickinson@leeds.ac.uk)

**Note; interviews will be held in Leeds on the 22<sup>nd</sup> April 2016**