# Year in Enterprise; Work Placement Opportunities

# FAO: 2nd year UG Students across campus

**Job description:**

The successful candidates will work on setting up their own business during (typically) 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
* Good academic record – candidates will need to pass first and second year to the required standard and average of 50+

**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 [**Centre for Enterprise and Entrepreneurship website**](http://cees.leeds.ac.uk/year-in-enterprise/))

**Closing date for receipt of applications:** **Midnight Saturday 31st March 2018**

**Please send your completed applications to:** Dr Joanne Dickinson, Leeds University Business School Work Placements Programme Manager E: [j.h.dickinson@leeds.ac.uk](mailto:j.h.dickinson@leeds.ac.uk)

**Note: Interviews will be held in Leeds on Friday 27th April 2018;** if you apply, please save the date now so that you can attend on the day if chosen.