

# A LIFE OF LEISURE

## SKILLS:

The tourism industry globally employs billions of different people, people are the most vital asset in the tourism industry and staff need to be supported, developed and equipped with the skills to deliver an excellent experience for visitors.



## Where could I work?

- Outdoor activity centres
- Travel agents
- Hotels
- Spas and gyms
- Local authorities
- Marketing companies
- Theme parks
- Travel agents

## JOBS WITHIN TOURISM

Tourist Information  
Centre Assistant  
Resort Representative  
Hotel Representative  
Entertainments Manager  
Outdoor Pursuits  
Instructor  
Barista  
Cruise Attendant  
Customer Service  
Assistant Fitness Instructor /Personal  
Trainer  
Recreation Assistant  
Tour Guide  
Hotel Concierge  
Events Planner  
Human Resources Manager  
Sommelier  
Leisure Centre Manager  
Coach Driver  
Sports and Leisure Assistant  
Marketing Officer  
Museum Curator

## THE NEED FOR PEOPLE IN TOURISM

In the next 10 years UK businesses will need to fill 13.5 million job vacancies but only 7 million young people will leave school and college.

There is going to be a real shortage of Chefs and it is already hard to recruit chefs so this is a job in hospitality that really needs som action on.

Many governments have become involved in running apprenticeships in a number of tourism related businesses to start filling the skills gap already.

# CAREER PLANNING PROCESS

Know  
Yourself

Explore  
Careers

Research  
Careers

Talk to  
Experts

Decide  
Career

TAKE  
ACTION



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## NOTES

COVER PAGE

## FLY HIGH



## CAREER ROUTE PLANNING GUIDE

A useful guide to identify careers in hospitality and tourism



MICHAEL HARRIES

## USEFUL RESOURCES - printed

Hospitality and Tourism - TX CTE Resource Center  
A College and Career Planning Guide. YOUR GUIDE to CAREERS in.  
HOSPITALITY & TOURISM

## Careers Advice - Institute of Hospitality

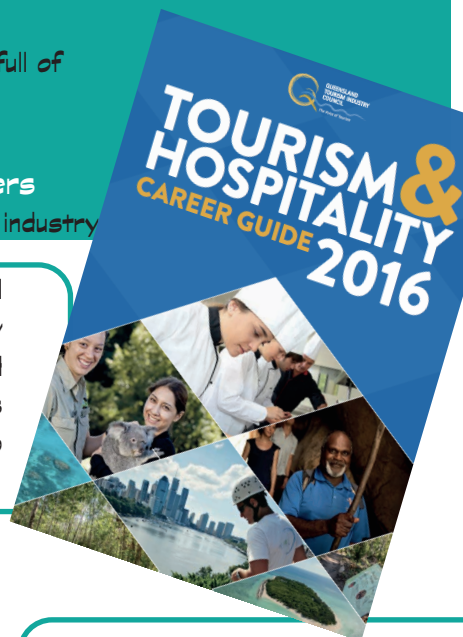
The Institute of Hospitality provides hospitality career and job seeking ... selection of hospitality, leisure, tourism, business and career planning

## Career Planning Tips | Tourism Today

Useful tips and guidance for career planning. ... Accounting, finance, marketing, public relations, hospitality

Personnel Today - is a very useful journal full of information about different careers

QTIC Tourism and Hospitality Careers  
is an example of information for a specific industry



The most useful and straight forward journal was the Queensland tourism and hospitality journal, although it is a few years old, it listed all the possible jobs and gave case studies on people, thier backgrounds, what they do and why they love the work they do.

## BENEFITS

By doing this research, it has made me really think about what I want to do and through browsing these journals, I found job opportunities I had never even heard of or thought about before.

## WEAKNESSES

As these are published guides, the jobs that are profiled are probably only telling about the positives and they dont mention the downsides of the job.

## USEFUL RESOURCESUSEFUL RESOURCES - online

<https://www.unifrog.org/>

This is a great site for information and career planning.

<https://targetjobs.co.uk/career-sectors/hospitality-leisure-and-travel/advice>

Recruitment sites are good place to see how many jobs are available, the salary expectations and of course the skills required.

The internet is a great source of uptodate information to find infomation about companies, positions available, workign conditions and any thing else you want to know. The above sites are examples of two places to start the search to find out more about the career you would like in tourism or hospitality.

USEFUL LINKS: [www.careers-gateway](http://www.careers-gateway) [www.connexions-direct.com](http://www.connexions-direct.com)  
[www.channel14.com/brilliantcareers](http://www.channel14.com/brilliantcareers) [www.support\\$learning.org](http://www.support$learning.org)

Benefits of the internet are that the information will be uptodate, it is more likely to be an honest review if it is not being prepared for being published, and on most sites people and current workers can comment so you can assess how genuine the information is.

## Our blog

Hello, welcome to our blog where you can read a selection of student guides from our extensive Know-how library.

By year - By category -



## Is a UK Apprenticeship right for me?

An apprenticeship allows you to earn while you learn, and enjoy the responsibility and independence that comes from entering the workplace. But that doesn't necessarily make it the right choice for everyone... Read more >

## JOB HUNTING DECISIONS AND TIPS



Graduate employers who recruit students with 2:2s: the hospitality, leisure and travel sector

The hospitality, leisure and travel sector is full of employers who don't require a 2:1. Relevant work experience is often much more important to employers in these industries.

More...



Top ten tools for getting a graduate job in the hospitality industry

This overview of the key competencies hospitality employers look for explains the skills you'll need to show evidence of in your graduate job applications.

More...



Choosing the right employer for your graduate career in hotel management

Not all hotel management graduate jobs are the same. Be sure to maximise your chances of securing a position by thinking in advance about the work you'd like to do and the kind of hotel you'd like to work for.

There are also down sides, as it is hard to assess how creditable the actual information is and if you are goifn through a legal and licensed HR consultant.

## CAREER PLANNING - OTHER SOURCES

### NEWSPAPERS

Educational magazines and newspapers can be used as a source of information and some broadsheets so career focuses on different days. They often run biographies on industry leaders and of course articles on career related matters.

Educational Magazines such as Educamus and Newspapers like the Guardian are a great starting place

Benefit, the newspaper will usually be up to date, and you can follow the broader industry and any impacts.

Newspapers tend not to be targeted to students and are written towards people already on the first step of the career ladder



### CAREERS OFFICERS

These are non governmental organisations who are highly respected for their experience and level of information on future and current career options.

Career centers are a great starting point for students and educators alike. The benefit is that there is a lot of information in one place and this is updated regularly by companies and public services.

However the negative is that the people who run careers centres often lack the skills to truly motivate a student into exploring options that are not main stream.

You can find career centres in most educational facilities, town centres and also in some libraries



### COMPANY PACKS - FOR INFORMATION

If you know which company you would like to work there are always resources online for a large company. Many companies run internships so you can really get a chance to experience a company from the inside and discover what the job really entails. Many companies run these over the summer holidays or as a sandwich placement during a study course. e.g Under Armour (pic below) had lots of information.

Company websites give a great insight into the company culture, work ethic and possible opportunities for new graduates.

The Benefits of identifying a company and using their information is that you can work to achieving exactly what they need in terms of qualifications and personal specification



2021 Summer Internship - Marketing and Business

**NEGATIVES** If you focus on only one company and then they don't take you, it is a long journey to start all over again

### INDUSTRY SPECIFIC LINKS & INFORMATION

There are many professional bodies for all industries and these can be a great place to find information about required qualifications and potential job opportunities.

[www.acca.co.uk](http://www.acca.co.uk) - Association of Chartered Certified Accountants

[www.cim.co.uk](http://www.cim.co.uk) - Chartered Institute of Marketing

[www.cipd.co.uk](http://www.cipd.co.uk) - Chartered Institute of Personnel and Development

[www.lawsociety.org.uk](http://www.lawsociety.org.uk) - Law Society of England and Wales

[www.sflqi.org](http://www.sflqi.org) - Quality Improvement Agency





# CAREER PLANNING - OTHER SOURCES

