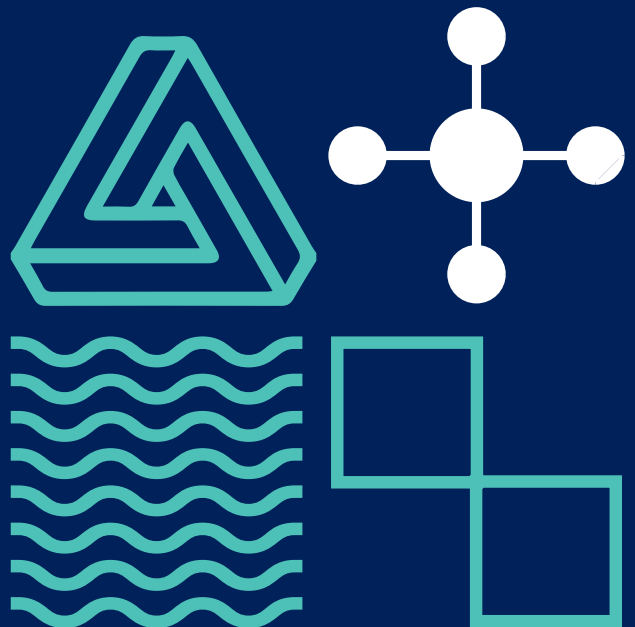


A GUIDE FOR PLACEMENT PROVIDERS

FACULTY OF SCIENCE



WELCOME TO OUR GUIDE FOR PLACEMENT PROVIDERS

The Faculty of Science Placement Learning Support Unit works annually with a large variety of organisations to provide placements to students. Whether you're a multinational, a public or third sector organisation or a charity, we will work with you to provide high-quality students for placement opportunities.

When students are on placement with you, their primary responsibility is to you and your organisation. Dedicated Faculty staff who act as academic placement tutors and the Placement Learning Support Unit are available to support you with the placement administration at each stage. All students will have a learning agreement that meets the needs of the organisation, the students and the university.

If you would like more information or to discuss taking on a placement student, please get in touch with the Placement Learning Support Unit.

Nicola Smith
Placement Learning Support Unit Manager

Get in touch

-  scienceplsu@ljmu.ac.uk
-  0151 231 2079
-  www.ljmu.ac.uk/scienceplsu
-  @LJMUSciencePLSU






ABOUT THE FACULTY OF SCIENCE

The vision of the Faculty of Science is to achieve academic excellence across the full range of science disciplines in which we are actively engaged, and to further develop areas of world-leading expertise recognised as being at the forefront of these disciplines.

We offer a comprehensive portfolio of undergraduate and postgraduate programmes designed to provide our students with the best possible preparation, not just for further study or careers in their chosen subject, but also to enter a potentially wide range of graduate professions.

The Faculty has a reputation for world-leading research and teaching excellence. We attract high-achieving students who become highly sought after by leading graduate employers. We are focused on getting them ready for a competitive work environment.

The Faculty of Science has three academic schools with students available for placement opportunities:

-  School of Biological and Environmental Sciences
-  School of Pharmacy and Biomolecular Sciences
-  School of Sport and Exercise Sciences

95% of LJMU graduates are in work or further study 15 months after graduating

Graduate Outcomes Survey 2020

THE PLACEMENT PROCESS



Why host a placement student?

Placements constitute a real learning experience for our students and help to provide a platform for the practical implementation of theory within a science-related environment. Many of our degree programmes are approved or accredited by leading professional bodies. Curricula cover a diverse breadth of professional specialisms, as well as ensuring our students understand a broad range of scientific skills and disciplines.

Benefits to you

Feedback from our current placement providers shows there are many benefits to employing students on placement. Satisfaction levels are high, with employers saying our students are highly motivated, talented and offer fresh ideas and up-to-date knowledge. Therefore, many of our students gain permanent employment – directly or indirectly – as a result of their placement. By working closely with placement providers, we are also able to ensure our curriculum is relevant to prospective employers and our students gain the desired employment skills.

Benefits to students

Work placements provide our students with invaluable experience while enhancing their academic learning. During their placements, our students will learn new skills and gain experience of working in a professional environment.



Satisfaction levels are high, with employers saying our students are highly motivated, talented and offer fresh ideas and up-to-date knowledge

What is an appropriate placement?

Any position offered for placement should present the student with opportunities for academic and practical learning, as well as ensuring they are making a sufficient and measurable level of contribution to your organisation. Training on company procedures, such as health and safety, should be made available by placement hosts to placement students. Prior to approving the placement we will ask you to complete a placement provider health and safety form.

Supervision arrangements

All placement students should be allocated a placement mentor/supervisor by your organisation who will be their key day-to-day contact. Placement aims and objectives will be agreed in collaboration between the supervisor and student. Students will also be allocated an academic placement tutor by LJMU who will be an expert in their field. The academic placement tutor will be the point of contact between the student and the placement provider. Students will be required to complete a portfolio that outlines the work undertaken during the placement. If the course endorsement requires supervision then this will be at the specifications set by the awarding body.

Work placement costs

Dependant on the course and placement type, there may be some costs associated with taking on a placement student. This could include the salary paid to a student on a sandwich year placement. Other costs may include Occupational Health Clearance and Disclosure and Barring Service (DBS) checks – the process of co-ordinating this documentation will be fully supported by LJMU.

Accommodation

If a student needs to relocate for a placement then they are expected to find and secure their own accommodation. However, in certain circumstances – for example if a placement provider expects a student to commence placement on very short notice – problems can arise when trying to find reasonably priced accommodation quickly. In such cases, any assistance that placement providers can give in securing either permanent or temporary accommodation is greatly appreciated.

Virtual or remote placements

As well as being workplace-based, there is also the opportunity for student placements to be virtual or remote. This means that students are home-based, rather than being in-situ with a provider. Remote placements could involve:

- Working on a specific individual project, for example focusing on one large project instead of helping with many small jobs
- Collating and analysing data
- Taking part in virtual team meetings
- Creating video tutorials and virtual tours
- Joining virtual networking sessions and online chats with various members of the organisation to give an insight into different roles
- Taking part in training opportunities via an e-learning platform

KEY DEFINITIONS

WORK-BASED LEARNING PLACEMENT

A work-based learning placement is a shorter placement, which is completed during a student's undergraduate or postgraduate degree course. Dependant on the course, it could range from 3 hours to 140 hours.

SANDWICH/PROFESSIONAL TRAINING YEAR

A sandwich degree, or sandwich course, is a degree involving practical work experience in addition to academic study. It includes a sandwich or professional training year spent working in industry after the student's second year of study on an undergraduate degree.

UNDERGRADUATE

Undergraduate degrees are for those studying their first degree and are usually a Bachelor of Arts (BA) or Bachelor of Science (BSc). Undergraduate degrees are three years in duration or four years with a foundation year.

ACADEMIC PLACEMENT TUTOR

LJMU will allocate students with an academic placement tutor. They will be the key contact link between the student and placement provider.

PLACEMENT MENTOR/SUPERVISOR

All students will need to be allocated a placement mentor/supervisor at your workplace. The mentor/supervisor will agree a student's objectives and will be their key day-to-day contact while on placement with you.

COURSE LEVELS

- Level 3** A foundation year, completed before students start their undergraduate degree.
- Level 4** The first year of an undergraduate degree.
- Level 5** The second year of an undergraduate degree.
- Level 6** The third and final year of an undergraduate degree.
- Level 7** Postgraduate/masters level.

POSTGRADUATE

Postgraduate degrees are for those studying a masters course, MPhil or PhD. They are studied following an undergraduate degree over one year full time or two/three years part time.



CAREERS AND RECRUITMENT FAIRS AND EMPLOYABILITY EVENTS

LJMU's Careers, Employability and Enterprise team offers employers the opportunity to connect with students through an annual programme of events. The events allow employers to showcase and promote their placement schemes and offer you the opportunity to bring in former placement students who now work for your organisation after graduation. We are exploring online equivalents of these events for 2021/22 – please get in touch for more details.

We also offer employers the opportunity to come into the Faculty of Science to present their schemes to our current second years as they decide which employers they will apply to the following year. A number of organisations do this each year and receive a good level of responses from our students. You can also send us details of placement opportunities that can be advertised to our students via our free-to-use jobs board.

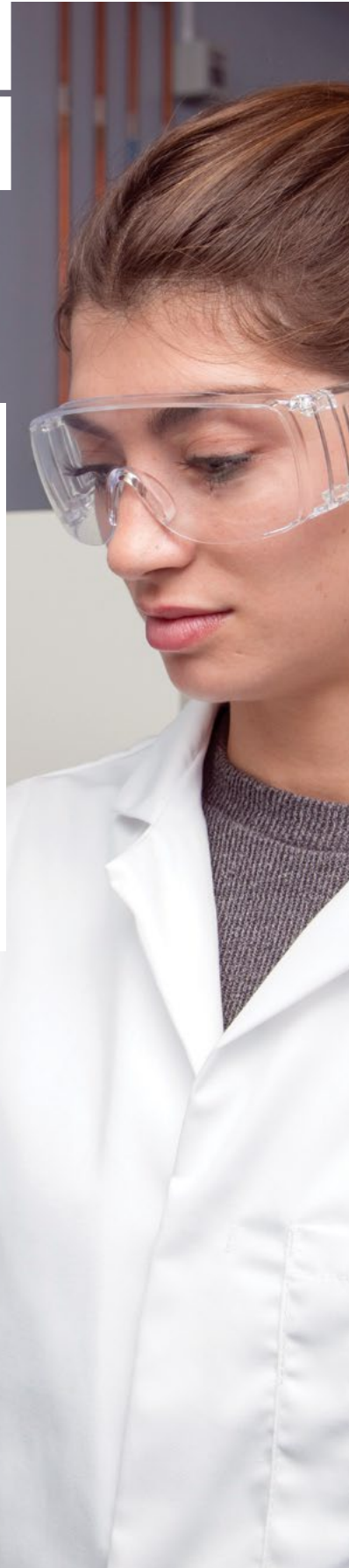
ABOUT THE SCHOOL OF PHARMACY AND BIOMOLECULAR SCIENCES

Having delivered courses since 1849, the multidisciplinary School of Pharmacy and Biomolecular Sciences is one of the oldest and most well-established providers of science education in the world. LJMU was accredited as a Royal Pharmaceutical Society (RPS) Foundation School – in the first wave of accreditations – in June 2015.

There are a variety of placement opportunities for the school's programmes, ranging from options to complete a sandwich year/professional training placement and work-based learning to work-related learning placements.

96% of graduates from the School of Pharmacy and Biomolecular Sciences secure employment or are in further study 15 months after graduation

(Graduate Outcomes Survey 2020)



Undergraduate courses in the School of Pharmacy and Biomolecular Sciences have the option of a sandwich/professional training year or work-based learning placement.

SANDWICH YEAR/PROFESSIONAL TRAINING PLACEMENT

A sandwich year/professional training placement is a minimum of 33 weeks full time or 1,200 hours. It can be undertaken at any time after students complete their exams in May. A placement commencing in the summer must be completed by mid-September the following year. The sandwich year can be spent working on one or two different placements lasting six months each.

WORK-BASED LEARNING PLACEMENT

Some programmes offer the opportunity for students to complete a work-based learning placement. This is 140 hours minimum and can be undertaken at any time after students complete their exams in May. It takes place before the student begins their final year of study.



BSC (HONS) BIOCHEMISTRY

Biochemistry bridges chemistry and biology and has provided the basis for many of the major medical advances of the past 100 years, including the discovery of insulin, the human genome project, genetic engineering, in-vitro fertilisation and developments in the fight against cancer. Students are taught in state-of-the-art facilities and gain hands-on experience.

Placement duration/start date

At least 1,200 hours over the course of 12 months working full time (37.5 hour working week) for 32 weeks, or the equivalent part time but still within the twelve-month period. Students may undertake one year-long placement or two six-month placements.

Placement learning objectives

Students will experience the importance of appropriate professional behaviours in the workplace; identify the professional and personal skills necessary for effective employment within a professional environment; demonstrate an awareness of the scope, structure and operation of the host organisation; and reflect upon the impact of the placement on their personal and professional development.

Example placement activity

Students develop a range of key skills during their studies including practical laboratory experience and research skills. Students are then able to apply for opportunities across a variety of industries including public health, pharmaceutical, biotechnology and research institutions.



“I secured a sandwich placement at MC Diagnostics where my duties included the production and quality control of HLA-typing kits for tissue typing and transplants. This involved PCR amplification, microarray production and the operation of various machinery. Spending a year working at my placement greatly improved my confidence during lab practicals when I came back to LJMU. I was then fortunate to be offered a full-time job at MC Diagnostics after I graduated.”

EMILY BENNETT, BSC (HONS) BIOCHEMISTRY STUDENT

“Emily was excellent. She showed she is a quick learner whose biggest strength is her infectious personality and willingness to work. This had such a positive effect on her work colleagues that we offered her a permanent contract.”

PETER MAGUIRE, CEO, MC DIAGNOSTICS

“My placement year was an extremely valuable experience that enabled me to gain an insight into industry, expand my professional network and develop skills that will help me in my future career. It has helped shape my future and enabled me to discover my passion for molecular cell biology, as well as analytical sciences.”

SHANNON-LEIGH MACLEOD, STUDENT, BSC (HONS) BIOMEDICAL SCIENCE STUDENT



BSC (HONS) BIOMEDICAL SCIENCE

The course is accredited by the Institute of Biomedical Science and covers the broad areas of human bioscience and diagnostic science: including medical microbiology, immunology, histology, haematology, medical genetics and cancer alongside basic sciences, such as biochemistry, physiology, molecular and cell biology.

Placement duration/start date

At least 1,200 hours over the course of 12 months working full time (37.5 hour working week) for 32 weeks, or the equivalent part time but still within the twelve-month period. Students may undertake one year-long placement or two six-month placements.

Placement learning objectives

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Example placement activity

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BSC (HONS) BIOTECHNOLOGY

The course explores the manipulation of biomolecular processes to develop technologies and products that address global challenges in health, food and the environment. The programme provides excellent facilities for students to develop practical skills and exciting opportunities to engage with industry.

Placement duration/start date

At least 1,200 hours over the course of 12 months working full time (37.5 hour working week) for 32 weeks, or the equivalent part time but still within the twelve-month period. Students may undertake one year-long placement or two six-month placements.

Placement learning objectives

Students will experience the importance of appropriate professional behaviours in the workplace; identify the professional and personal skills necessary for effective employment within a professional environment; demonstrate an awareness of the scope, structure and operation of the host organisation; and reflect upon the impact of the placement on their personal and professional development.

Example placement activity

Students develop a range of key skills during their studies including practical laboratory experience and research skills. Students are then able to apply for opportunities across a variety of industries including public health, pharmaceutical, biotechnology and research institutions.

BSC (HONS) CHEMISTRY

The course has a strong focus on key areas in demand by employers, such as analytical chemistry, synthetic organic chemistry and peptide chemistry. Students gain experience in using industry standard apparatus in both the synthetic and analytical laboratories – giving them laboratory skills required by a wide range of employers.

Placement duration/start date

12 months, typically starting September/October.

Placement learning objectives

The aim is to provide students with an extended period of work experience at an approved partner that will complement their chemistry studies undertaken at LJMU. This will give students the opportunity to develop professional skills relevant to chemistry in the workplace. In addition, students will develop an understanding of the attitude and behaviour necessary for employment in a diverse and changing environment.

Example placement activity

Typically placements involve the application and development of chemical laboratory techniques and skills. The exact nature of these depends upon the industrial setting in which the placement provider operates.

Innospec has been running a student programme with LJMU for a number of years and it has proved to be an excellent talent pool for my department, the Technical Support Laboratory. Three of the current Chemists in our team are former LJMU students we recruited. This is very important in our industry as the knowledge and skills required are very specialised.

RICHARD DALE, TECHNICAL SERVICE MANAGER, INNOSPEC FUEL SPECIALITIES

I worked as a Cybersecurity and Cybercrime Research Intern at Norfolk and Suffolk Constabularies. I enjoyed undertaking research in a workplace environment and learning how the Cybercrime unit works as this is something I can take into account while undertaking my masters and further research. I developed my communication, planning, time management, teamwork, writing skills and more.

HAZEL-ROSE CUBBAGE, BSC (HONS) FORENSIC SCIENCE GRADUATE

BSC (HONS) FORENSIC SCIENCE

The programme is accredited by the Chartered Society of Forensic Sciences. Forensic science is all about using the power of scientific analysis to resolve legal disputes. It requires a sound knowledge of the analytical methods of biology and chemistry combined with training in crime scene investigation, as well as a basic knowledge of law and how to assess the value of evidence. Students spend a large proportion of their time in the lab, carrying out drug spot tests, analysing fingerprints, processing crime scenes and analysing DNA.

Placement duration/start date

Usually year-long starting at the end of level 4. Start times depend on the company but normally run August to August. The placement student must complete a minimum of 32 weeks and 1,200 hours. There is also the possibility of summer placements.

Placement learning objectives

The placement programme provides students with the qualities and the scientific skills necessary for employment in a diverse and changing work environment. It is designed to provide experience of scientific expertise, knowledge and skills relevant to the workplace, to develop an awareness of the scope, structure and operation of the host organisation and to grow transferable skills in order to maximise employability.

Example placement activity

Placements can be any science-based role, such as working in forensic science, biology or chemistry. Some students have worked in research laboratories or with the police.



BSC (HONS) PHARMACEUTICAL AND COSMETIC SCIENCE

The course covers the science of medicines, from the identification and isolation of biologically-active compounds through to the analysis and formulation of medicines for clinical use. Students are taught in state-of-the-art, industry-standard laboratories and facilities.

Placement duration/start date

12 month sandwich year placement (September to August) undertaken after successful completion of the second year.

Placement learning objectives

The aim is to provide students with an extended period of work experience at an approved partner that will complement their programme of study at LJMU. This will give students the opportunity to develop professional skills relevant to pharmaceutical and cosmetic science, as well as the attitude and behaviours necessary for employment in a diverse and changing environment.

Example placement activity

Students work in a range of organisations related to the pharmaceutical and cosmetic science industries. For example, working in a formulation scientist role at a contract development and manufacture organisation specialising in new oral drug delivery systems.

My placement at Quay Pharmaceuticals allowed me to develop a number of essential skills for the workplace, such as teamwork, communication and showing initiative.

CIARAN MORRIS, BSC (HONS) PHARMACEUTICAL SCIENCE STUDENT (NOW RENAMED BSC (HONS) PHARMACEUTICAL AND COSMETIC SCIENCE)

We have welcomed a number of industrial placement students for a number of years and the quality of students is excellent. They are keen and willing to learn, putting their studies to use within an industrial setting and providing input into the success of the business itself. So much so we have offered full-term employment contracts to some students once they have finished their studies.

FRANK WHITFIELD, INDUSTRIAL PLACEMENT SUPERVISOR, QUAY PHARMACEUTICALS

MPHARM PHARMACY

The programme is accredited by the General Pharmaceutical Council. Students learn how new drugs are discovered, how they produce their effects and how they are manufactured. There is also a strong clinical strand in which students learn how to examine and interact with patients and make sure that the right patients get the right medicines. Students take part in work placements, student-patient engagement and inter-professional learning from their first year of study. Once they graduate, students need to undertake a year's pre-registration and training to qualify for registration with the General Pharmaceutical Council (GPhC).

Example placement activity

Work-based learning placements occur through the programme. Our students have completed placements with NHS Trusts in hospital settings, large organisation and independent community pharmacies, mental health charities, with nurses in custody suites and GP surgeries.

I really enjoyed my placement with North West Ambulance Service. It was very informative and the two medicine governance facilitators explained the process of medication extremely well. They showed us the drug pouches, cabinet and the ambulance itself kitted out with medication. I would highly recommend doing a placement with them.

MPHARM PHARMACY STUDENT

I found the students engaging and willing to partake in the sessions. They remained focused on the task in hand and were interested in finding out about a relatively new role for pharmacists they were not initially aware of. It was great to be involved in developing the understanding of this role to new members of the profession.

LISA ALLMAN, NHS GP

It is a pleasure to facilitate placements for enthusiastic students, particularly when we are able to see students perform tasks well and feel proud of their achievements. Feedback from students on their hospital placements has been overwhelmingly positive which makes it worthwhile.

SALLY WRIGHT, ADVANCED PHARMACIST – TEACHER PRACTITIONER – LIVERPOOL UNIVERSITY HOSPITALS NHS FOUNDATION TRUST

GET IN TOUCH

Placement Learning Support Unit

If you would like more information or to discuss taking on a placement student, please get in touch with the Faculty of Science Placement Learning Support Unit.

 scienceplsu@ljmu.ac.uk

 0151 231 2079

 www.ljmu.ac.uk/scienceplsu

 @LJMUSciencePLSU

Student Advancement – LJMU’s Careers, Employability and Enterprise Service

For more information on connecting with LJMU students through career fairs and employability events, or to explore other possibilities for partnership, please get in touch with Student Advancement.

 EmployerEngagement@ljmu.ac.uk

 0151 231 2048/3719

 www.ljmu.ac.uk/careers

 @LJMUCareers