

Your Careers Appointment Plan

You may be wondering what to expect from your meeting with us. This autism-friendly guide will help to clear up our most frequently asked questions.



How long will our meeting last?

For students & alumni, our meetings are set at 20 or 30 minutes long. For post-docs & early career researchers, our meetings are set at 45 minutes long.



Where will the meeting take place?

Meetings usually take place online in a video call through the Handshake platform. If you would prefer a Teams call or a meeting in person, email enquiries@careers.cam.ac.uk and we can arrange it. They can also help you understand which appointment is best for you if you're unsure.

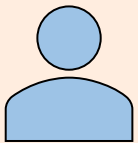


What might we talk about?

We are happy to talk about any part of your decision-making about employment.

This could include:

- Your career ideas or options with your degree
- Where to look for internships or jobs
- Advice on CVs, covering letters or application forms
- How and when to tell an employer that you are autistic
- Preparing for job interviews
- Considering changing or leaving your course



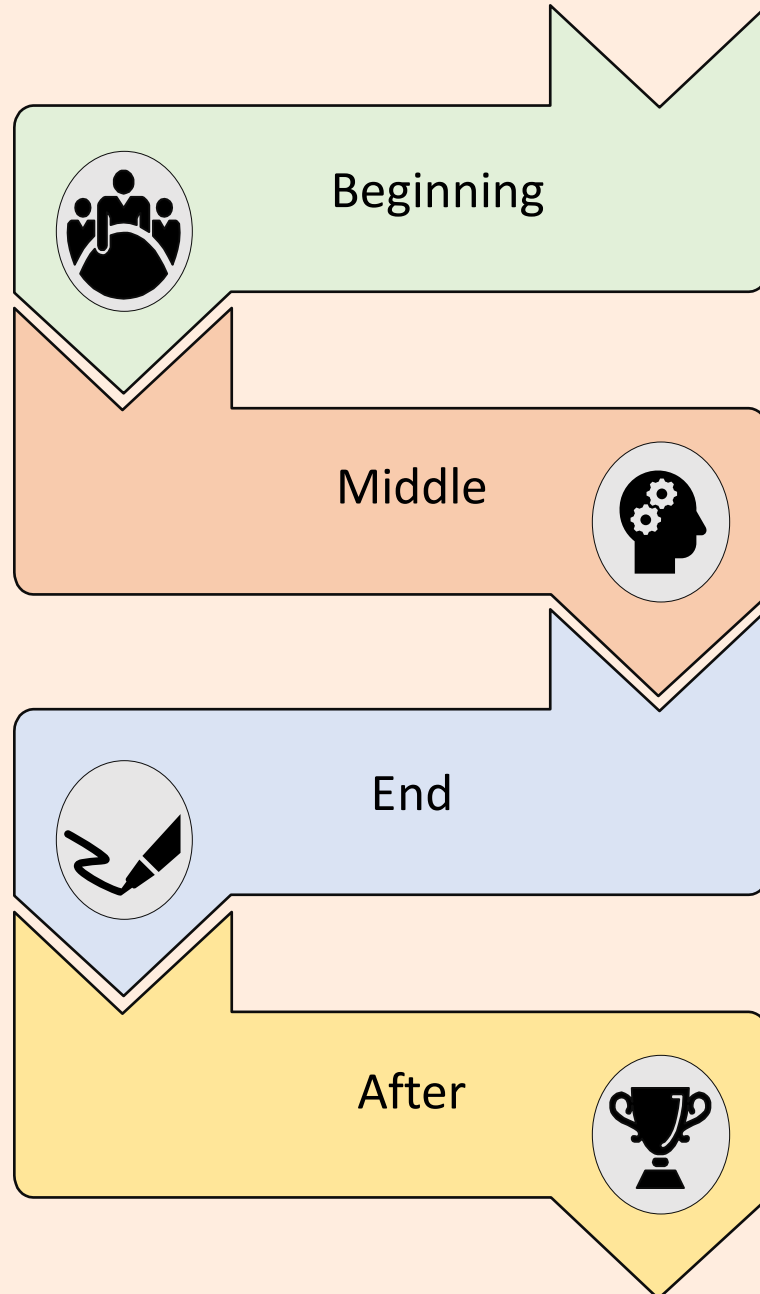
How will you support me?

We understand that you may feel apprehensive about meeting us. We want you to feel comfortable asking us for help.

We won't judge you, the questions you might have, or the support you ask from us.

If there is anything that we can help you with that we've not covered in this document to help you prepare for your meeting, don't hesitate to contact us!

How will our meeting be structured?



Beginning

- Don't worry if you're not sure where to begin!
- Try to think what you would like to prioritise in the meeting (see examples on the previous page).
- We want to fit the meeting to you and your individual needs so please let us know if we can make any adjustments that would help.

I don't know what to do



Middle

- We'll discuss a range of topics depending on how you wanted to steer the meeting.
- It can be helpful to have a discussion around your skills and strengths and your values, to help you discover jobs that may suit you.
- No question is too small or silly!



End

- We'll summarise what we discussed.
- Together we'll agree points of action and help you to identify achievable goals that you can work towards after the meeting
- This might be to do some research, to create a CV or apply for a job



After

- If you would find it helpful, we can email you a text summary of what we covered in the meeting.
- You may find it useful to draw up your own plan to achieve your targets
- If everything was not covered during the first meeting, you can contact us or book another meeting

