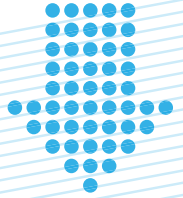




**LIVERPOOL  
CITY REGION**  
COMBINED AUTHORITY

**METROMAYOR**  
LIVERPOOL CITY REGION

So you're thinking of a career...



**APPRENTICESHIP  
SUPPORT**

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**European Union**  
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Social Fund



## What is the English sector all about?



For almost all employers, employees who have a good standard of written and spoken English is seen as a vital characteristic of, and requirement for, their workforce.

A workforce that contains Individuals who possess a good standard of English will clearly boost productivity levels within the economy. However, increasing the standard of English in the workplace will also have wider benefits for individuals and their organisation, including:

- Improved levels of communication- with more effective time and process management;
- Increased confidence levels and an improved ability to work as part of a team; and
- Ultimately, it can also improve the service provided to customers (internal and external) and thus improve the way customers, clients and other members of the organisation view individuals and their organisation.





## Will there be opportunities and where are they?

English is often regarded as the international language of business as well as being prominent in the global digital and technical world in which we live. Whilst having as many people in the workplace as possible who have a good standard of English is important, some jobs will demand a broader and deeper knowledge of the subject more than others and will require a higher degree of specialisation.

In addition to job roles where English Language and English Literature skills and qualifications dominate, there are many job role areas where English skills and qualifications would be useful; these include: Academic Librarian (especially within a Higher Education Institution); Advertising copywriter; Education consultancy; Private Education Tutor; and Social Media Manager.

Across the Liverpool City Region, English skills and qualifications of local residents are behind the national average and many employers struggle to fill job vacancies because applicants lack the skills required to perform the job role effectively. A number of solutions to address these issues will be implemented not least in the area of teaching - where innovative approaches to the recruitment and retention of teaching staff will promote teaching as a quality and satisfying career option.

### QUICK FACTS

A workforce that contains Individuals who possess a good standard of English will clearly boost productivity levels within the economy

English is often regarded as the international language of business

One school in the Liverpool City Region uses ex-pupils with a passion for English to become teachers





# What types of jobs are available



## Secondary education teaching professionals

Secondary (and middle school deemed secondary) education teaching professionals plan, organise and provide instruction in one or more subjects, including physical education and diversionary activities, within a prescribed curriculum in a secondary or secondary/ middle school.

Annual Pay  
**£41,600**

Hours/Week  
**34h**



## Authors, writers and translators

Job holders in this group write, edit and evaluate literary material for publication excluding material for newspapers, magazines and other periodicals but including scripts and narrative for film, TV, radio and computer games and animations; and translate spoken and written statements into different languages.

Annual Pay  
**£36,920**

Hours/Week  
**38h**



## Journalists, newspaper and periodical editors

Job holders in this group investigate and write up stories and features for broadcasting and for newspapers, magazines and other periodicals, evaluate and manage their style and content and oversee the editorial direction of these types of output and publication.

Annual Pay  
**£40,040**

Hours/Week  
**38h**



## Librarians

Librarians appraise, obtain, index, collate and make available library acquisitions and organise and control other library services.

Annual Pay  
**£30,680**

Hours/Week  
**37h**



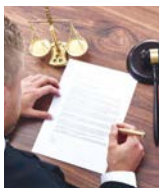
## Legal secretaries

Legal secretaries file and maintain legal and other records, transcribe notes and dictation into typewritten form and perform other routine clerical tasks in legal practices.

Annual Pay  
**£24,440**

Hours/Week  
**37h**

To search for further roles and salaries visit [www.Imiforall.org.uk/widget](http://www.Imiforall.org.uk/widget)



### Barristers and judges

Job holders in this group prepare and conduct court cases on behalf of clients, preside over judicial proceedings, and pronounce judgements within a variety of court settings and tribunals.

Annual Pay  
**£56,160**

Hours/Week  
**37h**



### Administration Officer (including Local Government)

Job holders in this group are responsible for recording, filing and disseminating information for a business, organisation or department. Responsibilities include: writing reports; notes; producing minutes and other documents; organising meetings, budget management and responding to telephone and written queries.

Annual Pay  
**£25,480**

Hours/Week  
**39h**



### Speech and language therapists

Speech and language therapists are responsible for the assessment, diagnosis and treatment of speech, language, fluency and voice disorders caused by disability, injury or illness.

Annual Pay  
**£30,680**

Hours/Week  
**36h**



### National government administrative occupations

Job holders in this group undertake a variety of administrative and clerical duties in national government departments, and in local offices of national government departments.

Annual Pay  
**£26,520**

Hours/Week  
**39h**



### Public relations professionals

Public relations professionals plan, organise and co-ordinate the activities that promote the image and understanding of an organisation and its products or services to consumers, businesses, members of the public and other specified audiences.

Annual Pay  
**£36,920**

Hours/Week  
**39h**

All hours and salaries are averages taken from [www.Imiforall.org.uk/widget](http://www.Imiforall.org.uk/widget)

What types of jobs are available?





## How to get into the sector



**Useful core subjects include:**

English Language

English Literature

Journalism

Creative Media/ Media studies

Modern Foreign Languages

Humanities

Drama

Teaching qualifications  
(including Teaching English as  
a Foreign Language - TEFL)

PGCE or PGDE

**Important skills to have:**

Communication- written and verbal

Presentation Skills

Creativity

Report writing

Planning and research

Critical reasoning

ICT/ Digital

Understanding texts,  
arguments, concepts  
and theories

Time Management



To search for further roles and salaries visit [www.imiforall.org.uk/widget](http://www.imiforall.org.uk/widget)

With more than **100,000 students**, of which **30,000 graduate** each year, Liverpool City Region offers you direct access to some of the world's best resources:

<b>Apprenticeships and Traineeships</b>	<p>Apprenticeships combine a job with practical training and study.</p> <p>Apprentices:</p> <ul style="list-style-type: none"><li>• Work alongside experienced staff</li><li>• Gain job-specific skills</li><li>• Earn a wage and are entitled to holiday pay</li><li>• Get time off the job for study related to your role (usually one-day a week)</li></ul> <p>If you are a young person aged 16 to 24 and would like to secure an apprenticeship but don't yet have the appropriate skills or experience then choosing a Traineeship as an option may help you acquire the entry requirements needed.</p> <p>Further information available at: <a href="https://be-more.info">https://be-more.info</a></p>
<b>Training Providers</b>	<ul style="list-style-type: none"><li>• School Sixth Forms</li><li>• FE Colleges including VI Form Colleges</li><li>• Independent Training Providers</li><li>• Adult and Community Learning Providers</li><li>• University Technical Colleges (UTCs)</li><li>• Studio Schools</li></ul>
<b>Universities and Higher Education Institutions</b>	<ul style="list-style-type: none"><li>• University of Liverpool</li><li>• Liverpool John Moores University</li><li>• Liverpool Hope University</li><li>• Edge Hill University</li><li>• The Liverpool Institute for Performing Arts (LIPA)</li></ul>





Find out more...



Jobs and Salary Information  
[www.lmiforall.org.uk](http://www.lmiforall.org.uk)



Teaching Careers  
[www.getintoteaching.education.gov.uk](http://www.getintoteaching.education.gov.uk)



Working in Local Government  
[www.local.gov.uk/our-support/workforce-and-hr-support/lga-careers-guide](http://www.local.gov.uk/our-support/workforce-and-hr-support/lga-careers-guide)



Careers at the BBC (including Trainee Schemes and Apprenticeships)  
[www.bbc.co.uk/careers/home](http://www.bbc.co.uk/careers/home)



Careers in Journalism  
[www.nctj.com/want-to-be-a-journalist](http://www.nctj.com/want-to-be-a-journalist)



Careers in the Civil Service  
[www.civil-service-careers.gov.uk](http://www.civil-service-careers.gov.uk)

