

Careers and Employability module for PhD students (Audit)

Module Timetable

Audit 2026 2027

NATIONAL FORUM FOR THE ENHANCEMENT OF TEACHING AND LEARNING IN HIGHER EDUCATION
HEA AN tÚDARÁS um ARD-OIDEACHAS HIGHER EDUCATION AUTHORITY
Rialtas na hÉireann Government of Ireland

Workshop & Assignment Timetable

Timeline of Module Commitments

Session or Assessment Title	Mode	Details	Date	Time
Complete Skills Audit and Reflective PDF and bring to in-person day	Individual	Due Date	13th January 2027	n/a
Introduction	In Person	**Room 201, 2nd Floor, 7-9 Sth. Leinster St.**	14th January 2027	10.30am
Workshop: Networking with confidence	In Person	**Room 201, 2nd Floor, 7-9 Sth. Leinster St.**	14th January 2027	11:00-13:00
Workshop: Mapping Skills onto Career Options	In Person	**Room 201, 2nd Floor, 7-9 Sth. Leinster St.**	14th January 2027	14:00-16:00
Workshop: The Art and Craft of a Great CV & Cover Letter	Online	Session and materials available on Blackboard	18th Jan onwards	N/A
Workshop: Designing your Career	Online	Session and materials available on Blackboard	8th Feb onwards	N/A
Workshop: Navigating the Emotions of Planning & Managing your Career	Online	Session and materials available on Blackboard	26th Feb onwards	N/A
Workshop: Presenting your Best Self at Interview	Online	Session and materials available on Blackboard	8th March onwards	N/A
Workshop: Intercultural competence and the Global Workplace	Online	Session and materials available on Blackboard	22nd March onwards	N/A

Pre-Module:

- Skills Audit and Reflective Personal Development Plan: 3 hours
- Introduction to the Module Podcast and Student Handbook: 1 hour

During Module:

- Online sessions: 2 hours each (you can pause, reflect, and restart these at any stage)
- Face-to-face sessions: 1 day event (overview, 2x face-to-face workshops and lunch), 14th January 2027
- Reflective journal entries: 1 hour per week (these are optional but recommended)
- Prepare/apply/reflect/recall/extend tasks: 1 hour per week (these are optional but recommended)
- Optional additional webinars: 1 hour each (some available on MyCareer resources, or see MyCareer for upcoming careers events)