

Bath Insights Internship – Careers Resource Accessibility & Engagement

Department: Careers

Theme: Student support (Resource review, mapping services, feedback collection)

About the role:

You will review Careers' MyFuture resources and "Get Started" guides to identify opportunities for improving accessibility and engagement. This includes considering enhancements to structure, visual appeal, and overall design to make resources more user-friendly within the constraints of the system. You will also explore benchmarking and best practices to inform your recommendations.

You will create a workflow that acts as an introductory course on MyFuture, incorporating your recommendations. This will give you experience in accessibility, brand guidelines, information structure, and project management while producing something practical and valuable for Careers.

What you'll do:

- Review Careers' MyFuture resources and "Get Started" guides to identify opportunities for improvement in structure, design, and accessibility
- Benchmark best practices from 3 - 4 other universities or internal teams
- Create a workflow or introductory course on MyFuture, applying your recommendations
- Deliver a final presentation to Careers staff summarising your findings and outputs

Why this matters:

Improving the usability of online careers resources helps thousands of students access support more easily, reducing barriers and ensuring inclusive practice. Your work will directly support Careers' commitment to digital innovation and accessibility.

Skills you'll develop:

- Accessibility and inclusive design principles
- Information structure and content design
- Benchmarking and research for best practice
- Project management and workflow creation
- Professional communication and presentation skills

Ideal for students who:

- Are interested in digital design, accessibility, and student engagement

- Enjoy creative problem-solving and improving user experience
- Want to gain experience in project-based work with real impact

The scope is flexible: you can focus on areas where you see the most impact and propose creative solutions. We have existing resources and brand guidelines to build on, ensuring the project is achievable within the internship timeframe.

Last year, our intern successfully restructured and added new resources to an existing “Get Started” guide as their project, so we know this type of work is both feasible and rewarding.