

Amend the text in red to personalise it to you. Feel free to use the rest of the text, or add, edit, or remove as you prefer.

Subject: **Career talk offer from an occupational therapist**

Body:

Dear [name of careers officer, admissions, HR, or your contact],

[open with a couple of sentences about you – how you became an occupational therapist, where you work and in what area of occupational therapy, and why you love the career.]

e.g.

My name is John Smith and I have been an occupational therapist, specialising in paediatrics, for eight years. I became an occupational therapist after ten years working in business and realised I wanted a more fulfilling career working with people.

As an occupational therapist, I can confidently say that it is one of the best careers out there. It’s a relatively unknown profession and many of your students may not have considered it, or even know what an occupational therapist does.

I would love to give a careers talk to your students who are currently considering their exam subjects or university choices. My talk would cover what an occupational therapist does, why it’s a great career option and who it might suit, as well as routes into the profession and good subjects to study.

I appreciate that schools are very busy so I can be flexible around your preferred timings. Does [school name] already have a careers week or specific lessons focused on careers that this could fit into? The talk would be around 30 minutes, with time for questions and discussion, and can be adjusted to suit your schedule.

Given the current circumstances, I can give the talk over a Zoom call, or on a similar platform that works for you.

[if you like, you can include a sentence here about an inspirational talk that you received at school. If you didn’t, perhaps mention that it would have been beneficial for you.]

e.g.

I know I would have loved an opportunity to speak with an occupational therapist at school, and it would have directed me into my dream career much sooner.

This would be a great opportunity for your students to learn more about occupational therapists and their work, and to potentially discover their perfect career. There’s more information for your students about occupational therapy as a career at chooseot.co.uk.

If you’re interested in my offer of a careers talk, you can contact me by [put your preferred contact method – email, phone, both]. We can discuss the talk further and find a suitable time.

Kind regards,

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