## Careers process – appendix 2

Application

Collection of career aspirations

Career interventions needed



Pre-enrolment career interventions may include

One to One guidance attendance at end of year shows Engagement with leaving students



Offer and acceptance of a place on a programme copy of career development plan

Access to LMI and skills based information.

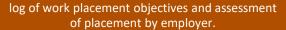


Student Enrols

by week four review of career development plan with progress mentor switch programme if appropriate



Circulation of work placement opportunities and job matching of students based on their CVs, skills and aspirations to opportunities posted on online job shop. support with CV writing and job applications - webinar and sessions with employers about expectations, work placement ambassador (students) sessions within tutorial time





Curriculum based careers advice and guidance employer talks, industry weeks, assessment in realistic working environments, project based curriculum delivery, industry visits, trips, rewards logged against each student and linked back to their careers aspirations on the plan.



## **Progress Mentor Interventions**

1-1 six weekly meetings with student to go through progress towards careers and employability goals, attendance, softer skill development and work placement readiness.



## Central team interventions

Employability training and tutorials (mandatory for all learners) general employability training programme.

annual wider learning programme - volunteering, and enterprise activity logged by stduents with reflective log of skills gained and expertise. Student enabled to book on through system. pogress mentor can book on.

First six weeks opportunity for all students to have 1-1 careers interview - logged on system with outcome.



January and May - progress months

appraisal' review of career development plan and whether student on target to achieve aspirations. checks against job, college, uni applcations and successes. review of employability passport and CV generation.



Careers interventions with level 6 qualified careers advisor. Scheduled to meet career aspirations e.g. HE scheudled November to support with HE. College Jan to coincide with progress months, Job March to coincide with careers week.

Specialist advice with action plan for stduent provided on the system.



Destination tracking and information, detination information collated by progress mentor at end of year review - destination known (e.g. progression to Uni, apprenticeship or college orjob offer) recorded. Destination uncertain recorded with note for follow on over the summer.

Completion of reflective log of carreer intervention