



## If you would like to find out what you might be good at:

### Psychometric Testing - matching your personal profile to job roles.

It doesn't hurt! Basically this entails completing quizzes or questionnaires to build a personal profile of your personal skills, qualities, likes and dislikes. Once completed, a list of job roles which are specifically matched to you are produced, you can then begin to research possible career opportunities and training routes. This exercise will also help to identify which skills you will need to develop to improve your future prospects.

Quick Quiz for starters: <https://icould.com/buzz-quiz/>

### To create a detailed Personal Profile and explore a wider range of job roles specifically matched to you:

<https://www.startprofile.com/> 'START' is freely accessible to all: full instructions and resources on how to create your personal profile (psychometric testing) and explore job roles are to be found in the KS4 Careers Google Classroom. Use this code to sign up, if you haven't already: tl235tz

### Alternatively, you could use the 'Wheel of Strengths'

<https://barclayslifefskills.com/i-want-to-choose-my-next-step/school/wheel-of-strengths> to find out how your skills, interests and personality traits match up with a range of job roles. You may discover job roles you hadn't thought of, and be surprised at where your skills could take you.

What you can discover with the Wheel of Strengths:

- examples of job roles that match your current skills
- how your personality traits and interests complement your skills
- what other potential jobs are available if you improve your skills further
- how you can develop your existing skills and learn new ones

\*Barclays Life Skills is a free to use site, if you create a profile, you can access a huge range of activities to support and inspire you across many aspects of life and not just your education or career.

## Explore different job roles in various sectors and to find out what qualifications and training is needed :

<https://www.youthemployment.org.uk/careers-hub/> click on an any sector of industry to find out more about the variety of jobs in that area. Information includes - useful skills, qualifications and experience, tips to be your best when applying, UK job trends for top careers, post-school, apprenticeships & Uni routes.

and <https://www.careerpilot.org.uk/job-sectors>

## Find the right further education course or apprenticeship for you....

If you are not completely sure about your career, but **do** know what you would like to study next

<https://www.careerpilot.org.uk/courses/fe-courses>  
<https://www.gov.uk/apply-apprenticeship>  
<https://nationalcareers.service.gov.uk/find-a-course>  
<https://www.gov.uk/courses-qualifications>

If you have already applied to College, they should have been in contact with you, to invite you to join in with online activities to prepare you for starting your course - if not, visit their website.

You will also find information about student benefits, such as subsidised transport and bursaries on College websites, for example:

<https://www.mbro.ac.uk/student-services/student-benefits>  
<https://www.cleveland.ac.uk/student-services/student-benefits/>  
<https://www.askham-bryan.ac.uk/students/student-transport>

## Apprenticeships

If you are planning on applying for an apprenticeship it is important to remember that come September you must be ready to start your further education. College courses start in September but an apprenticeship might not: they can start during any month of the year. You must continue in education or training until your 18th Birthday, so if you are doing nothing in September you are actually breaking the law! Whilst you are searching for the right apprenticeship opportunity for you, you should consider a back up plan, an application to College or a Training Provider perhaps.

Everything you need to know about apprenticeships can be found in the resources shared in the KS4 Careers Google Classroom. Use this code to sign up, if you haven't already: t1235tz

Training providers for apprenticeships are not always the local further Education Colleges, they are specialised - try looking here:

Tees Valley Learning Provider Network

[http://www.twbl.net/downloads/TVLPN\\_Apprenticeships\\_2020-web.pdf](http://www.twbl.net/downloads/TVLPN_Apprenticeships_2020-web.pdf)

and

Find a Training provider near you <https://www.careerpilot.org.uk/providers>

## Personal Finance Information for Students

Whether going to University or not you may decide to get yourself a part time job whilst you study, so you will need to manage your own money.

Useful links:

<https://www.moneymakesense.co.uk/section.php?xSec=9&xPage=1>  
<https://www.savethestudent.org/money/15-money-lessons.html>  
<https://www.moneysavingexpert.com/students/student-finance-need-to-knows/>

## CV Building

It is a worthwhile exercise to create your CV, so you have it at hand ready to apply for an apprenticeship opportunity or a part job whilst you study. This is a document that, once you have created it, will always be with you. You will continuously add to it and update it to reflect your education, skills and experience thereby enabling you to successfully sell your abilities to potential employers. For help with what to include in your CV, formatting for various types of CV and how to write one :

<https://www.prospects.ac.uk/careers-advice/cvs-and-cover-letters/how-to-write-a-cv>

Try using this tool for an easy way to get started, :

<https://barclayslifeskills.com/i-want-to-use-my-online-presence-to-get-ahead/school/cv-builder>

All you need to do is fill in your details when prompted and then you can download your completed document.

In the KS4 Careers Google Classroom, I have posted more CV Building resources. Use this code to sign up, if you haven't already: tl235tz

## Making Applications

Resources to support you with this are available in the KS4 Careers Google Classroom. If you have not yet applied to college, then do not worry, it is not too late and is easily done. You will need to visit College websites and browse the courses available: take note of entry requirements to make sure that you choose a course at the right level for you. You also need to look at 'progression routes', (what previous students went on to do) and also how you will be assessed e.g. consider whether you would enjoy a work placement. Remember you can apply for more than one course and to more than one college. You do not need to decide which offer you will take up until you have received your GCSE results and it is time to enrol.

<https://www.ucas.com/further-education/post-16-qualifications/post-16-qualifications-you-can-take>

This site will help you understand all the different types of qualifications which are available to you post 16.

## Labour Market Information (LMI) *Information in the KS4 shared drive*

Being aware of Labour Market Information is very important when considering your future career. You need to know **which** jobs are future proof, **where** the jobs are and **what** the demand is. It is no good training for a role which will no longer be required in the near future. LMI resources are available in the KS4 Careers Google Classroom (use this code to sign up, if you haven't already:tl235tz).

This website is also a fab resource for anyone to use, to keep up to date with current trends and the information is presented in various ways, including charts, videos and statistics.

[https://www.lmiforall.org.uk/explore\\_lmi/](https://www.lmiforall.org.uk/explore_lmi/)

## Something to keep your brain active.....

....so that you don't get out of the habit of studying. Have you heard of a 'MOOC'? Massive Open Online Courses (MOOCs) are free online courses on 1000s of topics, designed by Universities. They are very accessible even if you are not thinking about University, and are for anybody with an interest in the topic.

They could be a great way to:

1. keep in touch with a course or topic you are interested in;
2. acquire even more knowledge,
3. prepare for your future course at uni or for a career;

And, they will look great when you mention them on your personal statement , CV or application! You do not need qualifications to start the courses. They usually take a few hours a week over 2-4 weeks.

[Find out more about these free online courses.](#)

## Where to look for extra advice on your future employment or education options.

Use the 'Advice Map' to find out more - whether you're thinking about a job, training or work experience. <https://barclayslifeskills.com/i-want-to-choose-my-next-step/school/advice-map>

Examples of where the Advice Map can take you:

1. apprenticeships information to combine work and study
2. recruitment sites to find part time and full-time jobs
3. volunteering opportunities to boost your CV
4. places to go to search for college and university information

Barclays Life Skills (<https://barclayslifeskills.com/young-people/>) is an excellent place to start - if you want to know any of the following:

1. how to build confidence and be more assertive
2. how to choose my next step
3. how to develop my skills for work
4. how to gain experience and build my network
5. how to understand my payslip and manage my own money
6. how to use my online presence to get ahead
7. how to prepare for an interview
8. how to succeed in the workplace
9. help applying for jobs
10. an insight into how the world of work is changing
11. virtual work experience
12. develop enterprise and business skills

You may need to register and login, but it is completely free!