HCFE Careers Programme 2023-24

The below Student Support and Careers Programme highlights the different careers workshops, sessions and bespoke support learners can access throughout their college journey. Sessions can be booked via programme tutors, at the request of students, or they will already form part of the mandatory College Tutorial Programme.

Gatsby

Level

Hartlepool College of Further Education

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PERSONAL CAREERS GUIDANCI	ANCE AND SUPPORT													
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1-1 Information, Advice and Guidance (IAG)	session will include completing a Personality Quiz, helping learners identify their own personality and strengths. Their results then link to different careers, giving the learner the opportunity to explore and research labour market information, careers and learn how to manage their career route and	All	2, 3, 8	•	•	•	•	•	•	•	•	•	•	• •
SEN Support			2, 3, 8	•	•	•	•	•	•	•	•	•	•	• •
Employability Skills Questionnaire	tutors and Student Advisers, enhance their employability skills. The questionnaire will be revisited in the second term and Employability Skills	All	2, 3, 8	•	•				•	•				
Employability Skills Workshop	Head, hands, heart - looking at the essential skills employers look for and identifying individual's skills.	All												
1-1 Careers Advice in Schools	Our Advisers work across schools within the Tees Valley and County Durham delivering impartial advice and guidance.		2, 3, 8	•	•	•	•	•	•	•	•	•	•	•
Don't Walk/Talk - Careers IAG	117	wanting to leave	2, 3, 8	•	•									
The Perfect CV*	How to create the perfect CV		3, 5, 8		+	•		•	•	•	•			
CV Building Workshops	Identifying strengths/skills and creating CVs	All												
All Things Apprenticeships Workshop		All	2, 3, 8		•	•	•	•	•	•	•	•	•	• •
Progression Appointments	During these appointments learners are shown the different progression routes available to them, from further education, higher level courses, higher	with no	2, 3, 8								•	•	•	•
Interview Techniques – online			2, 3, 5, 7,			•	+	•	•	•				
Job Shop		All	2, 3, 8	•	•	•	+	•	•	•	•	•	•	•
Open Evenings	Open to all - potential learners can chat to course tutors to gain an insight into what they can expect from the course. Student Advisers support individuals giving impartial advice and guidance on course information, travel, finance, childcare etc.	All	3, 8	•	•	•	•	•	•	•	•			
	CAREERS PROGRESSION AND EMPLOYER ENGAGEMENT	Г												
Careers and Progression Fair	wide range of external agencies join us for our Careers Fair to offer an opportunity for learners to gain an insight into the services, employment and courses they offer.	All	2, 3, 5, 7,							+				
'You're Hired' Mock Interviews / Interview Techniques	Carried out by local employers and our Advisers, sessions will help learners develop the skills and qualities employers are looking for in an ever-changing industry and learners will build and develop confidence in real life scenarios. Interview outcomes will draw on the Employability Skills questionnaire results. Interview Technique feedback will also be provided by our Shortlist.Me virtual mock interview platform.	All	2, 3, 5, 8					•	•	•	•	•		
Army Take-Over Day		All	2, 5, 8									•		
Inspirational Speakers	Representatives from various businesses discuss their careers, achieving their aspirations, the importance of resilience & employability skills.	All	2, 4, 5		•	*	*		•	•	•			
Virtual Work Experience		•			•	•	+	•	•	•	•	•	•	
National Citizen Service				•	•	•	+	•	•	•	•	•	•	•
	HIGHER EDUCATION SUPPORT													
		& Access	3, 7, 8	•	•	•	•				•	•		
UCAS, Personal Statements & Student Finance Workshops	provided.	& Access	3, 8	•	•	•	•	•				•	•	• •
Higher Education Fair		All	3, 4, 7, 8			•								
Campus Visits and Taster Days	Preparing students for university life, enabling learners to gain an insight in to HE culture, course structures/content and an opportunity to meet tutors.	L3 2 nd year & Access Students	3, 4, 7, 8	•	•	•	•	•						
Higher Education Interview Skills	Preparing learners for HE interviews, providing them with the relevant information and interview techniques.	L3 2 nd year & Access Students	3, 7, 8			•		•						
* These activities are MANDATOR	RY for the appropriate level and form part of the tutorial programme.	Gludellis												