

Careers Curriculum Overview

Each learner will create their own careers pathway files whilst at Liberty. The pathway plan will differ depending on curriculum pathway, group and level. Staff can adapt and differentiate the plan to meet the learners needs. Staff can complete these activities during weekly Careers sessions.

Chris Targett is our independent careers advisor, offering accurate & impartial careers advice to learners.

All learners must be offered the opportunity to meet with Chris.

Appointments with Chris must be booked in advance with the WEX team.

Work completed with Chris Targett and WEX team will also go into the files.

Remember to include local labour market information & relevant current affairs.

What's The Point?

- Providing a holistic service and helping learners prepare for adulthood
- There is a statutory duty for us to provide careers guidance & meet the Gatsby Benchmarks
- Raise aspirations and help learners reach their full potential in employment or volunteering
- Broadening learners understanding of career options, and developing practical skills for the workplace
- Learners can make informed choices about their future education and career paths
- Equipping learners with employability skills, career management skills, & knowledge & understanding about the world of work
- Breaking down barriers to opportunity for SEND & disadvantaged learners
- A person-centered approach where the learner's individual needs, aspirations, and preferences are at the heart of the process

Activ8 (Life Skills)

- Self-assessment (Skills, qualities, attitudes, strengths & weaknesses)
- Identify different types of jobs & career paths
- Where to look for job vacancies
- Industry visits
- WEX placement
- Workplace skills, behaviours and work ethic
- External speakers
- Visits to FE settings e.g. EKC
- IT skills

Motiv8 (Employability)

- **All topics covered in Activ8, but stretched**
- Understanding progression routes (FE, HE, apprenticeships, CPD etc)
- Develop a career plan
- How to apply for jobs
- Application forms
- CV & Cover letters (CV to be updated termly)
- Interview skills (inc. telephone & virtual interviews) & mock interviews
- National Careers Service research
- Employer expectations (What employers want from employees)
- Personality tests
- Networking and professional communication
- Problem-solving and critical thinking
- Time management and organisation
- Resilience and adaptability
- Leadership theory & activities (taking turns as leader)
- Health & safety at work
- Employment terminology
- Policies & procedures
- Rights & responsibilities at work
- Pay slips & taxes
- Employment Contracts
- Business & enterprise skills
- Self-Employment
- Barclays Life Skills units

Liber8 (Vocational)

- **All topics covered in Activ8 & Motiv8, but stretched**
- Careers in their vocational subject
- Labour market information inc. job market trends locally & nationally, emerging industries

WEX & Careers Lead

- Plan business breakfast and national careers/apprenticeship weeks activities and events.
- Take learners to careers fairs
- Organise careers talks
- WEX team to deliver sessions during event weeks
- Add curriculum to website – create a flowchart pathway
- Ask staff to create their own career pen portraits for events.
- Create careers & WEX display board