

Southwark College Careers Programme

Southwark College: Careers Programme

This programme is an overview of Careers & Employability Provision at Southwark College

Programme	Activity	Gatsby Benchmarks	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Subject Level
	Induction Programme – Tips for success & expectations of study programme	1, 3, 8	*												
	Role Models – how a role model can inspire you to study & progress	2	*												
ogra	Email etiquette – the importance of formal business communication	2, 8	*												
Se Pr	Higher Education – benefits and routes into higher education	7		*											
] u	Personal Finance	8				*									
ig	Linked In – understanding LinkedIn	8					*								
פט	World Maths Day	4						×							
<u> </u>	Managing Stress	8								*					
Ori	Time Management	8									*				
Tutorial Guidance	Careers – next steps overview, design a personal careers plan	7, 8										*			
	UCAS – Introduction to UCAS	3, 7, 8										*			
	UCAS – A review of HE outside London	3, 7, 8										*			
	UCAS – personal statement writing	3, 7, 8										*			
4)	Activity														
Personal Guidance	1:1 IAG Interviews with Careers Adviser – appointments service	3, 8	Available all year on request												
	Exam Results Day Support	3, 8												×	
	CV Support – monthly advice sessions	3, 8	Available all year												

	Job search support – appointments service	3, 8	Available all year												
	SEND progression advice	3, 8						Availab	le all ye	ar					
	Apprenticeship Advice Sessions – appointments service	3, 8	Available all year												
	Swap, don't drop guidance for possible NEET's	3, 8	*	*											
	Alumni Support	1, 8	Available all year												
	Activity														
	Introduction to WEX Talks: What, Why, Where and When?		*	*											
	WEX Placements		Students undertaking WEX Placements on continual basis												
<u>it</u>	Wk1: Introduction to Start Profile	1, 3, 4, 6					*								
) ii	Wk2: Routes into Careers	1, 3, 4, 6						×							
/a	Wk3: CV Writing	1, 3, 4, 6						×							
<u>o</u>	Wk4: Cover Letter Workshop	1, 3, 4, 6							*						
d C	Wk5: Job Applications or WEX	1, 3, 4, 6							*						
WEX & WEX Employability Workshops	Wk6: Interview Techniques	1, 3, 4, 6							*						
×ν	Wk7: Setting up your Own Business	1, 3, 4, 6								*					
₩ dc	Wk8: Employment Contracts	1, 3, 4, 6								*					
% Y	Wk9: Confidence Building/Resilience	1, 3, 4, 6									×				
× × ×	Wk10: Promoting your Brand	1, 3, 4, 6									×				
/E)	Wk11: Leadership	1, 3, 4, 6										×			
 	Wk12: Setting Goals	1, 3, 4, 6										×			
	Activity														
_	UCAS Registration & Support (Yr13)		×	×	*	*									
ucation	UCAS Personal Statement Drop-in Sessions	3, 8	*	*	*	*									
8	UCAS Application Check Service		*	×	×	×									
	UCAS Finance for University Sessions	1,3,7,8						*							
Higher Ed	Higher Education Fair – Focus on	1,3,7			*										
Je l	London Uni's, on site												1		
g	Birkbeck "Critical Thinking"			*	*										
臣	Workshop			4.											
	Portfolio Support Sessions for Art students	1,3,8		*											

National	Activity														
	National Careers Week	1, 2, 4, 5							*						
Weeks	National Apprenticeship Week	1, 2, 4, 5		*											
	SMART Target Planning -	1, 2, 3, 5, 6													
e 🗦	Employability														
r bility nme	Introduction to Career Planning	1, 2, 3, 5, 6													
— Б Б Е — Б — Б — Б — Б — Б — Б — Б — Б	CV & Cover Letter Workshops	1, 2, 3, 5, 6		Programme offered on basis of 12-week rolling programme											
NE loy gra	Interview Skills & Mock Interviews	1, 2, 3, 5, 6													
9 0	Understanding WEX session	1, 2, 3, 5, 6													
Em Pr	Presentation Skills session	1, 2, 3, 5, 6													
	Work Placement	1, 2, 3, 5, 6													



Southwark College Careers Programme

The Southwark College Careers Programme offers students a comprehensive range of careers, enterprise and employability activities throughout their academic journey with us.

The Southwark College Careers Programme has been linked to the Gatsby Benchmarks and comply with the Careers Development Institute framework for careers, enterprise and employability education

Please Note: Southwark College is committed to the SC Careers Education Programme. On occasions, the dates and events may be subject to change depending on college business.

Covid19: Southwark College will endeavour to carry out the designated Careers Programme wherever possible but owing to the restrictions on employer visits, campus trips and workplace tours, our offering to students will be in accordance with government guidelines and availability of opportunities. Where possible, we will replace sessions with virtual careers events.

Reviews & Evaluation: The Southwark College Careers Programme will be evaluated annually to ensure the activities meet the requirements of all our learners.

Date Issued: January 2021

Next Review: September 2021