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Skills & Employability Service

Useful **Tools**, **Contacts** and **Options** Information: **Careers Planning Towards Your Employment, Education and Training**

'National Careers Service' Job Profiles: Use the following link to access **job profiles**. Use these profiles to explore your career ideas. Weigh up both a great day and a bad day in the job. What motivates you or puts you off a job role?

<https://nationalcareersservice.direct.gov.uk/advice/planning/jobfamily/Pages/default.aspx>

Target Careers: Excellent review of many job sectors with tools and in-depth supporting data at

<https://targetcareers.co.uk/career-sectors>

'KUDOS' Careers Tool: If you have been introduced to this in a school or college, complete your personal profile on the KUDOS site and access a host of valuable occupational information.

<http://www.cascaid.co.uk/kadol/KudosStandardLogin.do>

'All About Careers' Profiles and Job Sectors: A useful social careers site highlighting job profiles, updates on job sectors, career matching tool and featured employer links at www.allaboutcareers.com

Fast Tomato* is a powerful Morrisby tool to build a personal profile and gain careers roles and wider information. This is accessible if your school or college are licensed via www.fastomato.com

U Explore Start package: This offers the START profile for free and will help you develop a view of your skills interests and ideas via <http://www.startprofile.com/Login.aspx>

Prospects Job Profile: <https://www.prospects.ac.uk/job-profiles/browse-sector>

My Job Search Career Guides: <https://myjobsearch.com/careers/>

Careers Wales Job Roles: www.careerswales.com/en/tools-and-resources/job-information/job-families/

Career Pilot options, sectors and job roles www.careerpilot.org.uk/

Icould Career Films and Ideas: www.icould.com & **Career Box Careers Films:** www.careersbox.co.uk offer video-based occupational and progression information

Useful regional College, 6th Form and Academy websites:

- www.bmetc.ac.uk – Sutton Campus (Birmingham Met College)
- www.bsdc.ac.uk – Burton & South Derbyshire College
- www.nwhc.ac.uk – North Warks College
- www.staffordcoll.ac.uk – Stafford College
- www.southstaffs.ac.uk – Lichfield, Tamworth, Cannock & Rodbaston
- www.walsallcollege.ac.uk – Walsall College
- www.brooksbymelton.ac.uk – BrooksbyMelton BMC College (Leicestershire)
- www.stephensoncoll.ac.uk – Stephenson College
- www.stokecoll.ac.uk – Stoke College
- <http://nchsr.ac.uk/> - National College for High Speed Rail (Birmingham)
- www.ucb.ac.uk – University College Birmingham
- www.boa-academy.com – BO Academy Birmingham
- www.lfata.org.uk – Landau Forte Academy 6th Form Centre (Tamworth)
- www.polesworthschool.com – Polesworth School 6th Form (Warks)
- www.academyofmusic.ac.uk – Academy of Music Birmingham
- www.bvgs.co.uk – Bishop Vesey 6th Form (Sutton Coldfield)
- www.netherstowe.staffs.sch.uk - Netherstowe School 6th Form (Lichfield)
- www.friaryschool.com – Friary School 6th Form (Lichfield)
- www.keslichfield.org.uk – King Edward VI School 6th Form (Lichfield)
- www.eda.staffs.sch.uk – Erasmus Darwin Academy Chasetown Burntwood
- www.ctc.staffs.sch.uk – Chase Terrace Technical College Burntwood

Apprenticeships & Traineeships:

- National Apprenticeships website at www.apprenticeships.org.uk
- Check out www.findapprenticeships.co.uk also www.careermap.co.uk for location from home
- Staffordshire County Council-led site (Youth Box): www.staffordshireapprentices.org.uk
- Entrust Apprenticeships: <http://entrust.education/Page/800>
- The Apprenticeships Guide <http://www.apprenticeshipguide.co.uk/apprenticeship-providers-west-midlands.html>
- Useful Higher and Degree Apprenticeship search tool for over 1000 companies: <https://www.notgoingtouni.co.uk/apprenticeships-223/filter/subcats/higher-apprenticeship-228>
- Companies supporting Degree Apprenticeships are included in this Govt Flagship link: <https://www.gov.uk/government/news/government-rolls-out-flagship-degree-apprenticeships>
- Sector-led outline of what a degree apprentice will undertake and criteria for entry: <https://www.ucas.com/ucas/undergraduate/getting-started/apprenticeships-uk/degree-apprenticeships>
- Options for university graduates to enter apprenticeships at L7 see <https://www.notgoingtouni.co.uk/blog/go-beyond-a-degree-with-a-level-7-apprenticeship-3362>

School Leaver Programmes and Non-Uni options:

Explore School Leaver (employment/training) Programmes at: www.allaboutschoolleavers.co.uk/

Looking for wider Opportunities if Uni is not for you? See www.notgoingtouni.co.uk/

Industry & sector links and companies offering higher programmes for L3 students not wanting university: <http://studentapprenticeships.co.uk/APPRENTICESHIPS/apprenticeships-technology.html>

Useful Foundation Learning (FL)/Study Programme and wider Training Providers links:

- E Quality Training (Ruth Sabin) 01827 60368 www.equality-training.co.uk 10b Victoria Road Tamworth staffs B79 7HL
- APM Nu Traxx Programme (Tamworth and Cannock) via <https://apm-uk.co.uk/personal/education-training/nu-futures> 0330 414 2525 12 Victoria Road Tamworth Staffordshire B79 7HL and Suites 3, 5 and 6, Pioneer House, Mill Street Chambers Mill Street Cannock WS11 0EF
- Acorn Training (13 wk Prog) 01827 302571 stuart.lilley@acorntraining.eu Offa House Tam
- Bancroft Centre 01827 311955 info@bancroftcentre.org or www.bancroftcentre.org.uk Tam
- Nu Futures (NEET Prog) Lich library Summer Transition Camp 01827 316297 louisecurd@bydesign-group.co.uk Aug 8th to Sep 3rd – Direct ref: 01785 650050 Lich & Burton. Emma Hill at Lichfield Library Mon & Tues 10-3pm 07884656010
- Talent Match: 18-24 NEET for 12mths+ & with barriers www.talentmatchstaffs.org.uk/ Amanda Newbold Project Manager amanda@talentmatchstaffs.org.uk
- Louise Cotton (TL) 01543 301140 (referral)
- Juniper Skills: www.junipertraining.co.uk MINT Programme & Traineeships 39 Bore Street Lichfield 01922 645666 (new centre returns)
- Babington 16-18 (20 wk) and 18-25 (12 wk) Traineeships Amy Colliers 07341864187 Burton
- Nova Training: (Julie Stokoe) 01543 462800 www.novatrainng.co.uk Cannock
- South Staffs College: PEAT prog 01827 310202 Tamworth www.southstaffs.ac.uk
- Rathbone UK: Walsall Branch 01922 638131 www.rathboneuk.org
- Princes Trust (12-week prog) www.princes-trust.org.uk Ricky Chamberlain on 07786113918
- Babington Business College: (Lorraine Atherton) 07827 774359 www.babington.co.uk
- BMET College offer short courses (many sectors) for 16-24 help into work 0121 446 4545
- Learn Direct Free English & Maths courses (FS) 01283 533629 helen.ord@learndirect.com

Supported Needs-Specific Provision links:

- Skills Tank (LDD Support) www.carefirstltd.co.uk 16-24 Wayne Heyes 0121 308 6555 wayneh@carefirstltd.co.uk Silica Road Amington Tamworth B77 4DT 01827 311752 – largely self or Local Authority funded provision
- Mencap StepUp2 (referral led) Jacqui Davies 07944 723773 or Employ Me programme <http://midlandmencap.org.uk/contact-us/> 0808 808 1111- regionally specific programmes – contact directly
- Liberty Staffs CIC 07887 390800 libertystaffordshire@outlook.com or view at www.facebook.com/libertystaffordshire - small fee per session weekly community, skills & progression focus

- Into-University helps those with supported needs or disadvantages aim towards and gain university education <http://www.intouniversity.org/>
- Wellbeing Matters & Support – wellbeingmatters.sssft.nhs.uk The Wellbeing Centre 3 Beauchamp Road Tamworth B77 5HP tel. 01827 288843 <http://www.mentalhealthmatters.com/service/south-east-staffordshire-psychological-service/> helping 16+ with common mental health problems (some drop-in provision accessible too)
- Nova Training at Stafford 01785 242600 offer a 12-month supported Internship programme for LDA or EHCP plan holders
- Remploy – supporting LDD clients into employment. Based at 16 Victoria Road Tamworth B79 7HL 0300 456 8098 and tamworth@mail.remploy.co.uk accessed via referral from local Job Centre DEA
- Job Centre Disability Employment Advisers (DEA) are Lilo Harris (Lichfield) 01543 513507 and Gaynor Wheeler (Tamworth) 01827 473451
- Whizz Kidz Internships support for wheel chair users 16-25 years www.whizz-kidz.org.uk/get-our-help/young-people/work-placements/upcoming-work-placements

GCSE Retakes and wider Post-16 Course and Entry Options

- www.mpw.ac.uk/locations/birmingham/admissions/fees/ Mander Portman Woodwood MPW - a private/independent FE provider and part of the CIFE College Group and are based in Birmingham. Pre & Post-16 GCSE Fees are around £1400 per subject per term but group sizes are less than 10 and resources and success rates are high. A level options also offered
- www.cife.org.uk/ CIFE Colleges main site
- <http://www.englishandmaths.com/adult-courses/> The EMS Centre (Eng-Maths-Sci) operates 4 centres within the Birmingham region and charge app. £500 per course – tuition/exam fees inc
- Local College may offer p/t evening and some day-run classes for GCSE Maths and English. These can be limited to 19 years+ users and will fill quickly so early enquiries. Focus may be on retakes for under 18 if initial grade was a D (3) grade. Those scoring lower may initially be offered a Functional Skills programme first
- Some training providers (with childcare and social care focus) such as E Quality Training (see above) may offer GCSE rather than FS maths and English within their Study Programmes
- GCSE maths and English is offered within the one-year Access to HE programmes for 19+ mature applicants preparing for a route into higher education
- Self-led learning (with fee) GCSE options can be explored via www.hotcourses.co.uk

Volunteering & Work Experience:

- Tamworth Volunteer Centre <http://tamworth-cvs.org.uk/info/volunteercentre>, email at info@volunteercentretamworth.org.uk call 01827 709657 (Carnegie Centre Corporation Street) or use the national website www.do-it.org.uk for other regional centres (Lichfield, Cannock etc)
- You could also try this useful web-link: www.vinspired.com
- CSV offer national opportunities and can be contacted on 0800 374 991 or via www.csv.org.uk/standout
- VAST Volunteering on www.volunteerinstaffordshire.org.uk/ or 0300 3030 8606
- Staffordshire Buddies on www.staffordshirebuddies.co.uk - Emily Douce 01782 201251
- Action for Children at www.actionforchildren.org.uk - 01543 510143
- Open Door Staffordshire (12 week Work Experience) Vicky Perry 01785 854486 vicky.perry@staffordshire.gov.uk and opendoor@staffordshire.gov.uk to apply at www.jobs.StaffordshireCountyCouncilhost.org.uk/v20/
- St John's Ambulance RISE prog (supporting NEET YP) For nearest centre call 01482 816035
- Staffordshire Police Volunteers: 01785 232221 www.staffordshire.police.uk/volunteers
- Talent Match (18-24) volunteering and mentoring www.talentmatchstaffs.org.uk/ 01543 310148
- CEVA Free Logistics Training (16-25) keith.whalley@princes-trust.org.uk 07717 488540
- Lichfield Arts Volunteers 01543 262223 volunteer@lichfieldarts.org.uk
- Local Library Volunteers volunteerinyourlibrary@staffordshire.gov.uk 01785 278311
- Chase Aqua-Rural Enterprise (18-24) 6 free rural craft workshops Carol Parkes 07772 273033 carolparkes@chaseaquaruralenterprise.com
- Firm Foundations Instructor Training Program, Action Centres UK Whitemoor Lakes: Free to 18-24-year olds, an ideal starting place for a career in the Outdoor Industry, or a fantastic Gap Year. Tel: Jon Watts on 01283 795000 Mob: 07842314914 <http://www.ff-training.org.uk>
- Internships via <http://www.fairtrain.org/types-of-work-experience/internships>

Looking for Work:

- www.gov.uk/jobsearch (job centre)
- www.jobsite.co.uk
- www.jobsearch.co.uk
- www.midlands.fish4jobs.co.uk
- www.monster.co.uk
- www.jobseekers.direct.gov.uk

Mike Gilbert: Careers Adviser

- www.totaljobs.com
- www.indeed.co.uk
- www.wmjobs.co.uk

Part-Time Work:

- www.studentjob.co.uk
- www.e4s.co.uk
- www.student-jobs.co.uk
- www.studentgems.com
- www.studentjobs4u.co.uk

On-line Study Courses, Units & Modules:

- www.futurelearn.com/courses - a wide variety of free online subject courses and interests
- www.open.edu/openlearn/ - The OU's extensive free resources - tasters to L3 included
- www.udemy.com – Some free and some to purchase courses with wide curriculum options
- www.udacity.com – An ICT-related focus with lots of free modules alongside those to buy

Want to identify what and where to study in Staffordshire?

Online Staffs-Wide Course Search (all levels), Prospectus & Careers Info: www.ucasprogress.com
See also the Entrust Careers website for options and information: <http://entrust.education/Page/755>

Labour Market & Occupational Intelligence:

Employment demand by occupation can be explored via: <http://rcultd.co.uk/wf/>
Employment sector information identified from the National Guidance Research Forum via:
<http://www2.warwick.ac.uk/fac/soc/ier/ngrf/lmifuturetrends/sectorscovered>

It is important to consider what & where employment opportunities are going to be available in the future so try the following: www.nomisweb.co.uk & www.statistics.gov.uk

- Info on graduate employment www.prospects.ac.uk/options_with_your_subject.htm
- Also www.hecsu.ac.uk/current_projects_what_do_graduates_do.htm
- MIDES via <https://datahub.rcultd.co.uk/blocks/labour-market-information>
- <https://successatschool.org/blog/560/The-Best-Websites-to-Find-Labour-Market-Information>
- <https://www.payscale.com/>
- https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/391911/15.01.05_UKCES_Career_Brochure_V13_reduced.pdf
- <https://www.cipd.co.uk/knowledge/hr-learn-develop-database>
- www.visabureau.com/uk/shortage-occupations-list.aspx

Higher Education

If you want to go to University, but are unsure what course to take or where to take it:

www.ucas.com – Key site to support course exploration and the application process
www.thecompleteuniversityguide.co.uk – independent HE picture, league tables course search & money
www.applytouni.com – Independent site supporting the university application process
http://university.which.co.uk/?qclid=CMHDjp_5sMACFSLnwgod658AVg Which Guide to HE
www.push.co.uk – Ruthlessly independent university guide (student view)
https://en.wikipedia.org/wiki/List_of_universities_in_the_United_Kingdom_by_enrolment Quick list
<http://foundationdegree.co.uk/> - Explore Foundation Degrees FDEg
www.studential.com/ - Lots of useful support from interviews to key questions about HE
www.unistats.co.uk – Search, review and compare subjects at universities and colleges in the UK
www.qaa.ac.uk – Quality assurance site – reports on HE institutions
www.studential.com/personalstatements Template guides for *subject-specific personal statements*
www.opendays.com University open days listed here
www.bestcourse4me.com includes an excellent clearing course finder *if you need a results day Plan B!*
www.prospects.ac.uk/options_with_your_subject.htm Info on grad employment demographics, also
www.hecsu.ac.uk/current_projects_what_do_graduates_do.htm
www.scit.wlv.ac.uk/ukinfo/ - Interactive Uni-map of UK from Wolverhampton Uni site
www.futurelearn.com/ offers free on-line courses that help you get a flavour of a subject choice for HE
www.thefaculties.org provides free, short films of university lecturers speaking on topics directly from the A-level curriculum – help you choose the right subject/university?
www.direct.gov.uk/studentfinance. For information on student finance from 'Student Finance England'
www.studentcashpoint.co.uk. Student funding - neutral advice
<http://thescholarshipclub.org.uk/scholarships> - access to *no charge* scholarships, funding & materials
www.grantfairy.com – an app that identifies scholarship and related funding (charge in some instances)
www.studentastic.co.uk Tips on how to survive the student life!
www.milkround.com/ Milk-round supports identifying potential internships

Considering HE study in another country?

www.ukcisa.org.uk - UK Council for International Student Affairs UKCISA
http://www.erasmusprogramme.com/study_abroad.php Erasmus study abroad for EU members

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www.acu.ac.uk - The Association of Commonwealth Universities
www.educationUSA.info - Education USA
www.fulbright.org.uk/going-to-the-usa - US/UK Study Fulbright Commission
www.usa.gov/study-in-us - US HE Study Support
www.thestudent-world.com - Check out the Student World Fairs for face to face support opportunities
www.iweek.com or connect at www.facebook.com/IEweek

Key Books/Papers

- Degree Course Offers (Brian Heap) – your first port of call!
- Directory A-Z of Graduate jobs and Training (Prospects)
- The Times Good University Guide (John O’Leary) – good info on individual institutions
- University Interviews Guide (3rd edition June 2013) (Andy Gardner and Barbara Hamnett)

Gap Year – Planning on taking a Year Out?

- www.yearoutgroup.co.uk
- www.prospects.ac.uk/gap_year.htm
- www.findagap.com
- www.gap.org.uk
- www.gapwork.com
- www.GapYearDirectory.co.uk
- www.gapyearjobs.co.uk
- www.gap-year.com