# FUTURE CHOICES NEWSLETTER

JANUARY 2022



## WELCOME...

Welcome to the Year 11 Spring edition of the Future Choices newsletter.

We hope that you all had an enjoyable and restful Christmas holiday. The aim of the Future Choices newsletter is to keep you informed about careers education at St Edward's School, and also other issues around employability.

We would like to encourage parents and carers to talk with their children about the world of work and the endless opportunities open to them. Actively exploring their ideas helps to develop a young person's self-awareness and encourages them to appreciate the relevance of why it is important.

### **Edge Events**

This term, year 11 students have taken part in workshops wit Mr Rigby, to go though how to write an effective CV, based on what employers are looking for. Students were given a template to base their CV around and encouraged to complete all of the sections ensuring that they share all skills which they have developed inside and outside of school. Students who need further support with a CV can always email Mr Rigby who can give feedback and support on this process.

Year 11 EDGE students also took part in a taster session on English Language. In this conference links were made between English Language study and careers in forensic linguistics, specifically forensic text analysis for criminal cases as well as references to careers in publishing. This was a great opportunity for students to realise more information about Careers linked to English Language.

## **Year 11 Progression Interviews**

In February we will be holding progression interviews with all of the Year 11 students. The aim of these interviews is to provide each student with support and guidance about their choices for next year.

For those students who have applied to study A-Levels or other courses here at St Edward's, these interviews will be with a member of the sixth form team. This will act as the formal interview for a sixth form place and the students will discuss their potential programme of study and their suitability for it.

Students who are considering not staying at St Edward's will also have a Progression Interview. These will be with the Year 11 team with support from other members of staff. The aim of these interviews will be to discuss where the students have applied or are thinking of applying to. Practical advice will be given to the students about the suitability of the courses that they are applying for and the whole application process.

In addition we also have the support of our careers advisor Aaron Rigby. We will be arranging one to one interviews with him for students who are not sure what their next step might be, or who require extra support in understanding the different options that are available to them.

#### Preparing for interviews - how to sell ourselves.

With so many of the Year 11 students about to be part of various interview processes it is timely to think about what it means to perform well during an interview? Obviously you need to show that you have the right background and potential qualifications.

However you need to do more than check off the boxes on your interviewer's list — you want the person you speak with to feel excited about making an offer. That means selling yourself to interviewers, to make it clear that you're a strong candidate. Here's how to get started...



We all know interviews can be worrying and stressful, but the interviewer will always make you feel at ease. Here's some tips for interview which may lay ahead;

#### Be confident

Remember that an Interviewer is interested in you. They want to get to know you better.

#### Think about how you come across

Sit up straight, and try to make eye contact with the interviewer if you can - this builds trust!

#### Try to speak clearly

Think ahead around what you are going to say about why you want this opportunity. Also think about your interests and achievements. This will reduce the need to use 'um' or 'er' when speaking.

#### Be smart in appearance

This will show that you care, and will also show that you're taking the interview seriously.

#### **Local Labour Market Information**

Below is an outline of the local labour market information for the South West region. This gives students and their families a clear outline of what is going on across the job and employment market across the south west region. Looking at information like this can be valuable for students as they begin to plot their own future careers.

#### LABOUR MARKET INSIGHTS Dorset | Jan-De Top skills requested by employers Top baseline skills Top digital skills Microsoft Excel Organisational Skills Detail-Orientated Microsoft Office Microsoft Word Software Develor Microsoft Excel Creativity Problem Solving JavaScript Microsoft Powerpoint Microsoft Office Enterprise Resource Pl Software Engineering English **Building Effective R** Java Writing LINUX Time Man Python Meeting Deadlines Positive Dispo Presentation Skills Adobe Photoshop Mentoring NET People Management Q. Q,

#### LABOUR MARKET INSIGHTS

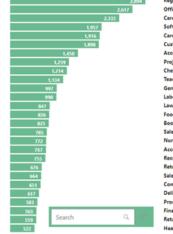
Top Employers & Top Jobs

#### Dorset | Jan-Nov 2021

Top jobs in demand



#### **Dorset LEP Top Employers** NATIONAL HEALTH SERVICE 6,878 JPMORGAN CHASE & CO 1,102 BCP COUNCIL DORSET COUNCIL BOURNEMOUTH UNIVERSITY 543 COLTEN CARE LIMITED WHITBREAD 375 AGINCARE GROUP LTD 349 VITALITY LIMITED HOLT ENGINEERING LIMITED 313 COMPASS GROUP PLC 188 BOURNE LEISURE HOLD NUFFIELD HEALTH 173 BOURNEMOUTH AND POOLE COLLEGE 167 CO-OPERATIVE GROUP LIMITED MORSON TALENT 152 **CURTISS WRIGHT CORPORATION** 150 INPLOI LIMITED TRU TALENT



Registered General Nurse (RGN) Office / Administrative Assistant Caregiver / Personal Care Aide Software Developer / Engineer Customer Service Representative Account Manager / Representativ Project Manager Teaching Assistant Labourer / Material Handler Food Service Team Memb Bookkeeper / Accounting Clerk Sales Representative Nursing Assistant / Healthcare Assista Accountant Sales Assistant Computer Support Specialist Delivery Driver **Production Worker** Financial Manager Retail Store Manager / Supervisor Healthcare Manager

