

Are you 16+ and want to be learning or working?

Σ WAY FORWARD

A programme of support designed to help you find a job, an apprenticeship or training/college course.

You will meet your careers adviser for around two hours a week. More if you need it - you agree with your adviser how much time and support **you** need so that you can achieve your goals.

The programme can last as long as you want, but by working with your careers adviser we hope you will move into a job, or find a course, quickly, as long as you work regularly with your careers adviser.

You will decide what will work for you with your adviser and design an action plan for success.

Choose from a range of topics:

Explore career ideas - find out what suits you best.

Personality - how it can affect your career choice.

What's bothering you at the moment - help and sign posting to other support.

Unravel the internet - top tips for finding key information about jobs and careers.

The best job and apprenticeship websites - know how to use them.

Social media - get the best out of it and find your perfect job or apprenticeship.

Jobs available in your area - now and in the future.

Learning more - find out what's on offer at local colleges and training providers.

Decision making - build your skills and make decision confidently.

Get confident - learn how to talk to employers on the phone or in interviews.

CVs and interviews - polishing your CV and get interview ready.

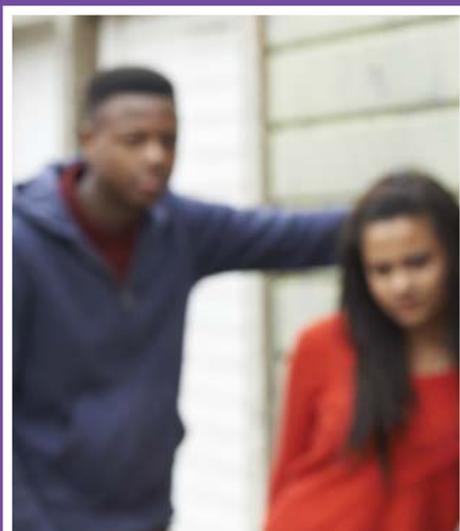
Manage your money - budget and make your money last.

Look after yourself - healthy eating tips to keep you energised during the working day.

Your **action plan** will change as you move closer to achieving your goals - your adviser will help you take it a step at a time. Small steps or large, it all depends on you but you **will** make progress.

Sometimes there will be **group sessions** happening in the careers centre. It can be really helpful to learn alongside other young people. Your adviser will let you know what's on so you can join in if you want to.

And finally... your careers adviser will keep in touch with you even when you move off the programme and into work or learning. If any problems come along they will still be there to help you sort things out.



Get in touch with your local careers centre to get started.

Huddersfield Careers Centre, 24 High Street, Huddersfield, HD1 2LR

Dewsbury Careers Centre, Railway Street, Dewsbury, WF12 8EB

Halifax Careers Centre, 16 Alexandra Street, Halifax, HX1 1BS

Call: **01484 225500** or email us: enquiries@ckcareers.org.uk