

Help with Self-Awareness

Careers advisers can help you identify the skills and qualities you have and are developing, and how these, alongside your personality and interests, are best suited to different job areas. There are internet sites you can use to start with and we would suggest:

www.icould.com/buzz - a quiz that comes up with career ideas based on your personality

www.start.co.uk - when you register, you can do a quiz that asks questions about your interests and suggests jobs based on your interests and the things that matter to you.

www.sacu-student.com - asks picture questions to create your own word cloud of jobs.

www.prospects.ac.uk have two quizzes to help you consider careers that may suit you.

Work Experience

Getting an insight into different industries is an important part of making career choices, but work experience also gives you soft skills that employer's value, for example communication, customer service, team working. This will enhance and develop your CV and UCAS application. For some Higher Education courses and jobs, you will need to have gained work experience.



SEED is Barnsley College's high quality volunteering programme that offers support for students with additional needs to get the most out of a wide range of placements across all Barnsley College sites. Just email the Job Shop at **jobshop@barnsley.ac.uk** to find out more.

JOB SHOP

WHAT IS THE JOB SHOP?

CONTACT US

 Old Mill Lane, Barnsley College, (S70 2YW)

 jobshop@barnsley.ac.uk

Monday-Thursday
8.30AM- 5PM

Friday
8:30AM-4:30PM

Job Profiles and Information

Jobs and labour market information gives you an insight into the skills and qualities needed as well as current and future employment trends. Careers Staff can help you see how this can affect you personally, so you can make informed decisions. You can start by looking at the internet for job profiles and industry updates.

www.nationalcareersservice.direct.gov.uk

and **www.prospects.ac.uk** have information on hundreds of jobs, to find out what different jobs are like, the good and bad bits, and job/training opportunities.

It has help on job hunting and applications. View video clips about many careers and see people talking about their jobs at **www.icould.com**. There are also more general clips such as on money issues and making decisions.

Apprenticeships and Training

If you decide that you want to work alongside learning, you will need to look for apprenticeships and traineeships. Employers often advertised higher level opportunities from the autumn, with more after Christmas; although vacancies are advertised throughout the year.

See **[www.gov.uk/further-education-](http://www.gov.uk/further-education-skills/apprenticeships)**

[skills/apprenticeships](http://www.gov.uk/further-education-skills/apprenticeships) for details on all aspects of apprenticeships and links to the National Apprenticeship Service that lists live apprenticeships vacancies across the country. Barnsley College also lists vacancies for you to apply to on their website. Job Shop can help you complete application forms and create a targeted CV to make stronger applications.

Progressing to another Course

Before the end of your current course you will need to have made plans for your next career steps. For some people they will move onto the next level in their current subject, but others want to change direction or are not able to progress. Job Shop and the information Unit can help you look at the other options available and how the skills you have gained can transfer to another field. We can help you with applications and interview techniques as well as finding out what other options are really like.

Volunteering

If you are looking to participate in a volunteering placement, Job Shop staff can help to identify and apply to opportunities in the local area. To start with you could look at:

www.barnsleycvs.org.uk and **www.barnsley.gov.uk** (love-where-you-live programme) for vacancies.

www.ikic.co.uk/post-16-providers-2/volountry-third-party-oppotunities for a list of organisations across Barnsley that need volunteers

www.Do-It.org and **www.reachvolunteering.org.uk** for opportunities across South Yorkshire and nationally