



# Booklet E

## Career Skills

Name \_\_\_\_\_

Form \_\_\_\_\_





## Strands of Career Skills Developed Throughout the Booklet:

### Create opportunities

Create opportunities by being proactive and building positive relationships with others.



### Balance life and work

Balance your life as a worker and/or entrepreneur with your wellbeing, other interests and your involvement with your family and community.



### See the big picture

Explore the full range of possibilities open to you and learn about recruitment processes and the culture of different workplaces.



### Grow throughout life

Grow throughout life by learning and reflecting on yourself, your background, and your strengths.



### Explore possibilities

Explore the full range of possibilities open to you and learn about recruitment processes and the culture of different workplaces.



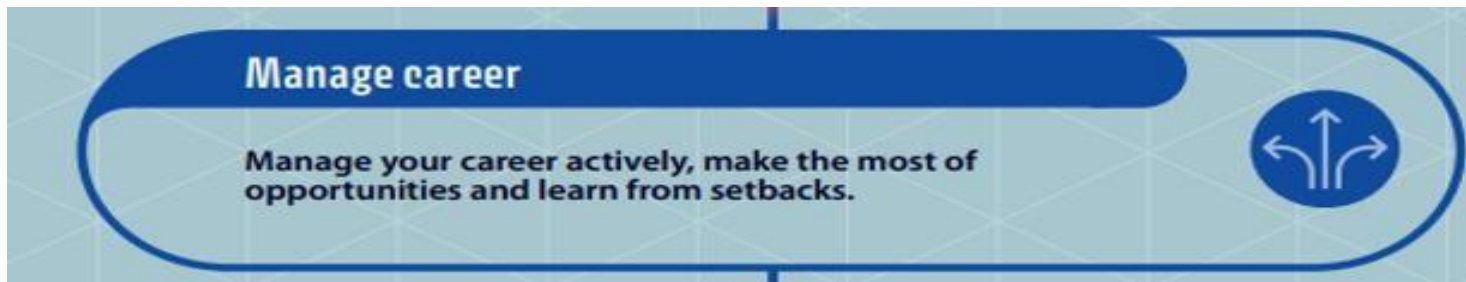
### Manage career

Manage your career actively, make the most of opportunities and learn from setbacks.





# This strand is 'Manage your Career'



## Lesson 1

To understand the options process and to know a range of possibilities for your career

## Lesson 2

To understand that the word 'career' describes your journey through life, learning and work.

## Lesson 3

To be able to look forward to the future

# Hinchingbrooke School

*Hard Work High Standards Kindness*



**BLANK PAGE**



## Build a student

### PART 3

Time to build your student!

When you have filled out all the boxes, why not make your student look like you too!?

Name: \_\_\_\_\_  
Age: \_\_\_\_\_  
Occupation: \_\_\_\_\_  
University degree: \_\_\_\_\_

Strength: \_\_\_\_\_  
Weakness: \_\_\_\_\_

Pet peeve: \_\_\_\_\_

Favourite food: \_\_\_\_\_

Something I am grateful for: \_\_\_\_\_

If I could meet one famous person it would be: \_\_\_\_\_

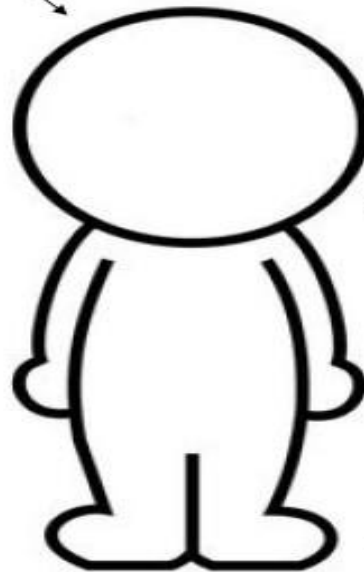
3 interesting facts about me:  
:  
:  
:

Favourite thing to do in my spare time: \_\_\_\_\_

In 3 years time I will be: \_\_\_\_\_

If I could describe myself in 3 words it would be:  
:  
:  
:

Favourite colour: \_\_\_\_\_



SCAN ME

### Task 2

Complete your Build a student questions.

Discuss; What's the difference between a job and a career?

Scan the QR code to watch the video on Careers Vs Jobs



# What does having a positive career mean to you?

Watch the video first!

Answer.....

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SCAN ME

Your career Video



## Complete the personality Test with your class

**\*\*Remember\*\***

The points do not mean anything, it's just a way of adding up the scores, to find out what career you might enjoy. Sometimes these tests work for people and other times they don't. Remember this quiz is just for fun and used to explore some careers ideas!



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What career suits your personality?  
Scan the QR code to do the test.

**0 - 50**



**THE GUIDER**

**THE BEST JOBS FOR YOU ARE**

**VICE PRESIDENT**

**BARTENDER**

**MARKET RESEARCH ANALYST**

**NURSE**

**PUBLIC RELATIONS SPECIALIST**

**MEDICAL  
LABORATORY  
TECHNICIAN**

**TEACHER**

**GUIDANCE COUNSELOR**

**THERAPIST**

**SOCIAL WORKER**

**POLICE OFFICER**





**>50 - 100**



**THE  
ARTIST**

**THE BEST JOBS FOR YOU ARE**

<b>ARTIST</b>	<b>HAIRSTYLISTS, CHEF</b>
<b>GRAPHIC DESIGNER</b>	<b>COSMETOLOGISTS</b>
<b>ARCHITECT</b>	<b>ACTOR/ACTRESS</b>
<b>FASHION DESIGNER</b>	<b>MULTIMEDIA PROGRAMMER</b>
<b>INTERIOR DESIGNER</b>	<b>WRITER</b>
<b>PHOTOGRAPHER</b>	<b>EDITOR</b>



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**\*\*Remember\*\***

The points do not mean anything, it's just a way of adding up the scores, to find out what career you might enjoy. Sometimes these tests work for people and other times they don't. Remember this quiz is just for fun and used to explore some careers ideas!

**>100 - 150**



**THE  
LEADER**

**THE BEST JOBS FOR YOU ARE**

<b>PRESIDENT</b>	<b>PROJECT MANAGER</b>
<b>JUDGE</b>	<b>MECHANICAL ENGINEER</b>
<b>LAWYER</b>	<b>ACCOUNTANT</b>
<b>PRINCIPAL</b>	<b>FINANCIAL ADVISOR</b>
<b>ENTREPRENEUR</b>	





**>150 - 200**



**THE  
SCIENTIST**

**BEST JOBS FOR YOU ARE**

**SCIENTIST**

**VETERINARIAN**

**DOCTOR**

**PILOT**

**ASTRONAUT**

**AIRCRAFT MECHANIC**

**BIOMEDICAL ENGINEER**

**HISTORIAN**

**COMPUTER PROGRAMMER**

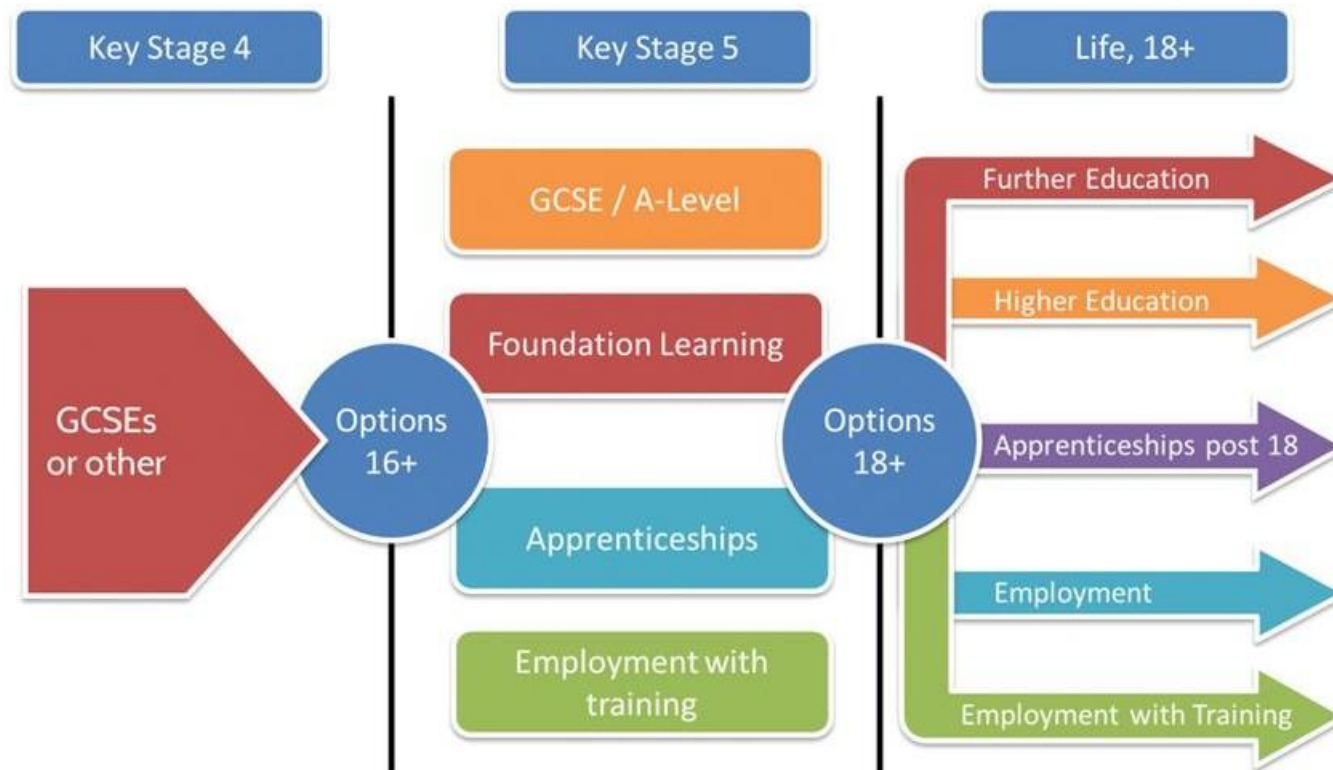
**PHARMACY MANAGER**

What personality type are  
you?.....

What career interests  
you?.....



Discuss with the person next to you:  
Do you know which pathway you  
might take yet?



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Scan to find out more about  
apprenticeships and University



## Dream job comic strip

Draw pictures to show a pathway to your dream job!

How will you get there? What choices will you have to make at GCSE and A level to get there? Not sure? Ask your teacher/use your phone to do some research!




# This strand is 'Create Opportunities'

## Create opportunities

Create opportunities by being proactive and building positive relationships with others.



### Lesson 1

To know what entrepreneurialism and self-employment are and identify a role model in a chosen career field

### Lesson 2

To understand how to develop friendships and relationships with others

### Lesson 3

To be able to communicate your needs



# Entrepreneurialism and self-employment

What is entrepreneurialism?

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What is the difference between employees/workers and the self employed?.....

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# Identify a role model in your chosen career field

Skills they  
have.....

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Skills they  
have.....

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Name.....

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Job.....

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Qualifications they  
have.....

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Where they  
studied.....

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## Crack the codes to escape the room and find out what skills you need in the workplace

### Can you Crack the Code?

A	B	C	D	E	F	G	H	I	J
1	2	3	4	5	6	7	8	9	10
K	L	M	N	O	P	Q	R	S	T
11	12	13	14	15	16	17	18	19	20
U	V	W	X	Y	Z				
21	22	23	24	25	26				

Code 1- Unlock the trunk!

$$6+6=$$

$$6-1=$$

$$5-4=$$

$$3+1=$$

$$1+4=$$

$$6 \times 3=$$

$$6 \times 3 + 1=$$

$$4+4=$$

$$5+4=$$

$$8 \times 2=$$

escape  
ROOM

Code 4- Can you Escape?

First half of the word= You have worked together as a \_\_\_\_ to get this far.

Second half of the word= When you are older you will go to \_\_\_\_ and you will get paid a wage.

Code 2- unlock the box!

- I am a number that rhymes with you + 10
- I am a number that rhymes with vine
- I am the last year of your teens
- I am the first year not in your teens
- I am a number that rhymes with alive
- I am a number that you would be in year 9 and it has a F in the spelling
- I am a number that rhymes with vine
- I am a number that you would be in year 9 and it has a F in the spelling
- I am a number that rhymes with Devon

Code 3- What's scratched on the wall?

$$9 \times 2=$$

$$4+1=$$

$$9 \times 2 + 1=$$

$$8 \times 2=$$

$$7 \times 2 + 1=$$

$$7 \times 2=$$

$$8+8+3=$$

$$4+4+1=$$

$$4-2=$$

$$4 \times 2 + 1=$$

$$6+6=$$

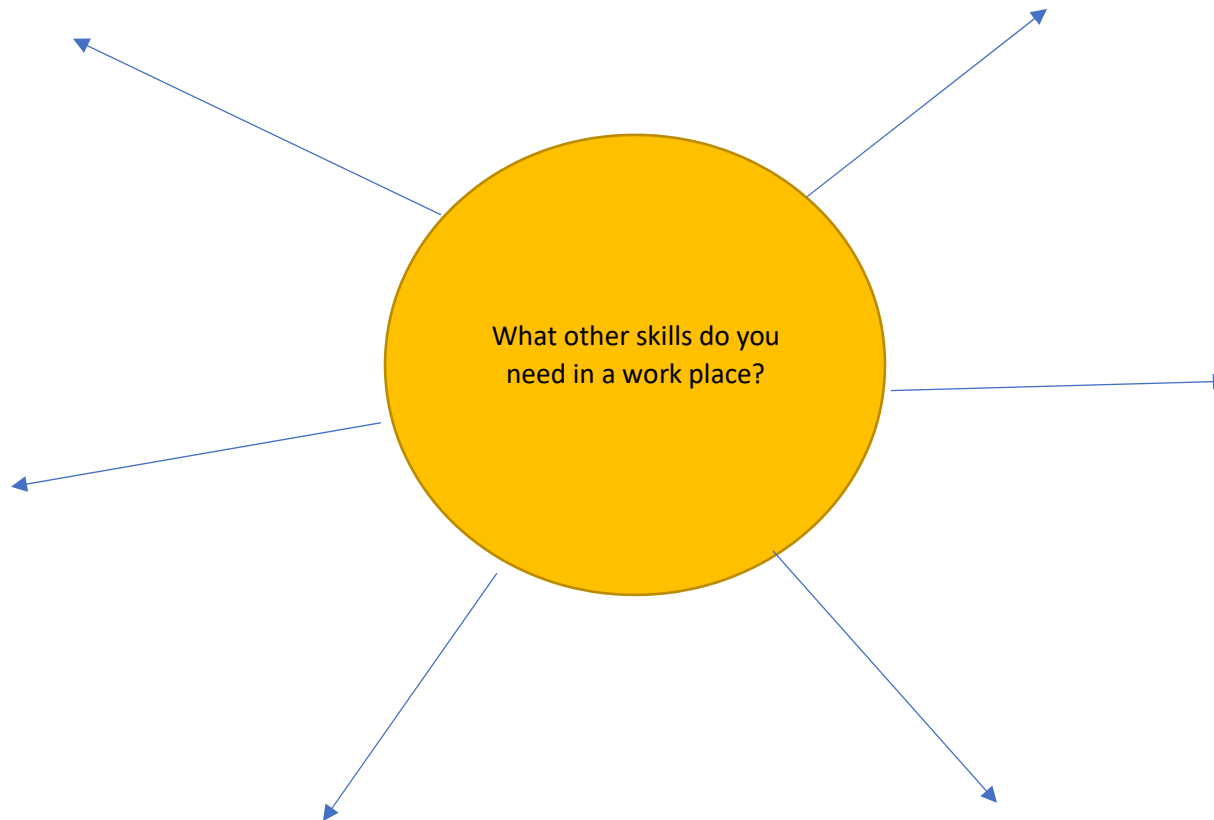
$$10-1=$$

$$10 \times 2=$$





# What other skills do you need?





# Steps to my dream job

My dream Job is.....

The employability skills I will need

are;.....

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The Qualifications I will need are;.....

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I could study my qualifications at.....

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SCAN ME



Visit the **UCAS** website  
to explore career  
options.



SCAN ME

Visit the  
Amazing  
Apprenticeships  
website to  
explore career  
options.



# This strand is 'Grow throughout life'

## Grow throughout life

Grow throughout life by learning and reflecting on yourself, your background, and your strengths.



### Lesson 1

To know where to get help and support

### Lesson 2

To be willing to challenge yourselves and try new things

### Lesson 3

To be able to record achievements and respond positively to feedback



# What helps me? Circle/tick what helps you

Talk to a friend

Talk to a parent

Take time out

Read a book

Talk to your  
teacher/tutor/head of  
year/Mrs Rumbol/Mrs  
Franke

Get a good night's sleep

Keep on top of  
homework

Listen to music

Use calming techniques  
e.g slow your breathing

Organise yourself the  
night before a big event

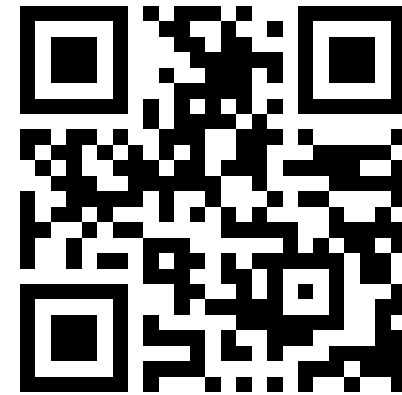
Go for a walk/take  
exercise/dance

Something else  
What is  
it?.....  
.....



## Complete the Buzz word Quiz

Scan the QR code and Complete the buzz quiz, you can do this with a friend in pairs. Which animal are you?



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## Careers BINGO!

Your teacher will call out Careers that are all related to RE, 'Faith in Action' or sustainability. You will choose a table to play with below.

You will cross out each career as your teacher says it. The students with all of the careers crossed out stand up and shout BINGO!



RE Teacher		Human rights Law
Christian Aid	Fund raiser	Renewable energy

Christian Aid	Chaplain	Renewable energy
	RE Teacher	Volunteer at church

Priest	Christian Aid	
RE Teacher	Litter picker	Work at CAFOD

Work at CAFOD	Chaplain	Human rights Law
	Climate change advisor	RE Teacher

Work at CAFOD	Chaplain	
RE Teacher	RS university lecturer	Renewable energy

Renewable energy	Bishop	RE Teacher
Marine Biologist		Work at CAFOD



## Try something new - 30 Day challenge

What is your 30 day  
challenge?.....

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*always be*  
**KIND**







# Desert island debate

There are 20 people in a boat, there is an island up ahead but only 10 people will be able to live there. Who do you take with you? Which careers would be most important to have on the island and why?

1. Teacher 2. Doctor 3. Nurse 4. Cleaner 5. Childminder 6. Police Officer 7. Priest 8. Midwife 9. Builder 10. Lawyer 11. Judge 12. Prison officer 13. Bricklayer 14. Tree surgeon 15. Fisherman 16. Boat maker 17. Librarian 18. Surgeon 19. Botanist 20. IT technician





I am good at...

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If you are struggling to think of 5 things you are good at, look at the examples on the board or speak to the person next to you.



# This strand is 'Explore possibilities'

## Explore possibilities

Explore the full range of possibilities open to you and learn about recruitment processes and the culture of different workplaces.



### Lesson 1

To know the different sectors that you can work in

### Lesson 2

To understand about the range of possible jobs

### Lesson 3

To be able to talk about the skills and minimum qualifications for one job in depth



# What sector do you think you would like

## SECTORS INCLUDE

Accountancy, Banking & Finance  
Business, Consulting & Management  
Charity & Voluntary Work  
Creative Arts & Design  
Energy & Utilities  
Engineering & Manufacturing  
Environment & Agriculture  
Healthcare  
Hospitality & Events Management  
Information Technology  
Law  
Law Enforcement & Security

Leisure, Sport & Tourism  
Marketing, Advertising & PR  
Media and Internet  
Property & Construction  
Public Services & Administration  
Recruitment & HR  
Retail  
Sales  
Science & Pharmaceuticals  
Social Care  
Teacher Training & Education  
Transport & Logistics

## to work in?

How much do they  
earn?.....

What percentage of men  
do this job?

.....

What percentage of  
women do this  
job?.....

What qualifications do  
you need to do this  
job?.....

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SCAN ME

Chosen career  
sector.....

Job in this  
sector.....

Company nearby in this  
sector.....



## Possible Jobs

Select a company from the video.....

Write down 3 job roles that you could apply for in this company;

1.....

2. ....

3. ....

Select one job role and complete the questions below.

What skills do I need to  
do this  
job?.....

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Job  
role:.....

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Pay.....

What are the typical  
working hours for this  
job?.....

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# Job skills

**Select one job from the job skills posters and find out the information below;**

1. What skills do you need?
2. What subjects could you study to access this job?
3. What's the salary?
4. Will this job field grow in the future?
5. What are the routes into this industry?

1.....

2.....

3.....

4.....

5.....

.....



# This strand is 'See the big picture'

## See the big picture

Explore the full range of possibilities open to you and learn about recruitment processes and the culture of different workplaces.



### Lesson 1

To explore STEM careers in the NHS

### Lesson 2

To know that trends in technology and science have implications for careers

### Lesson 3

To be aware of relationships between careers and the natural environment





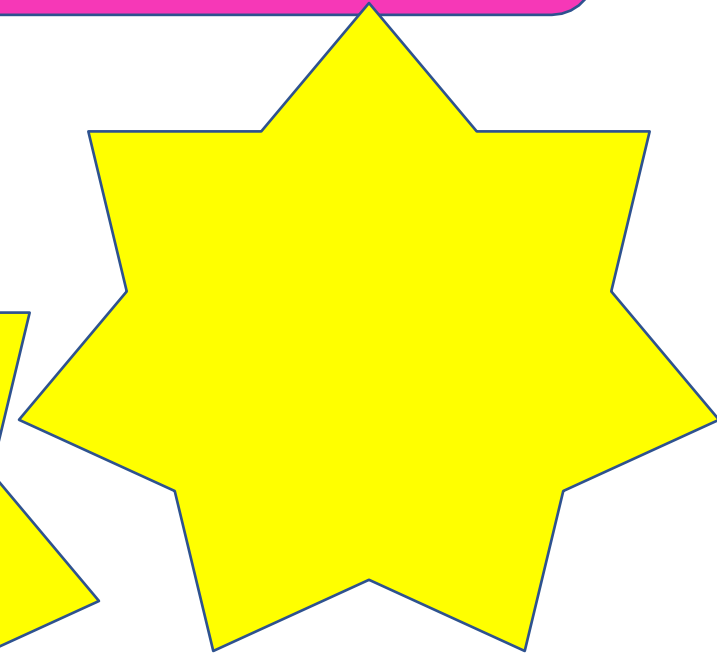
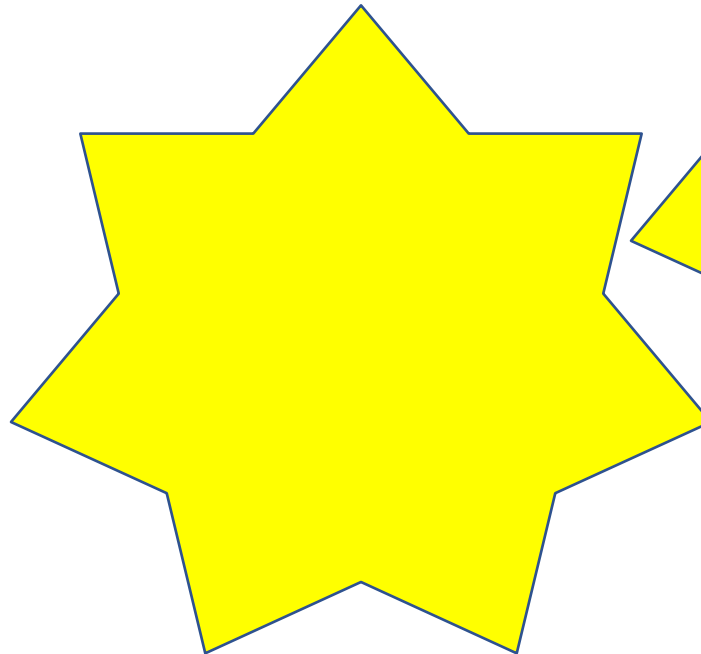
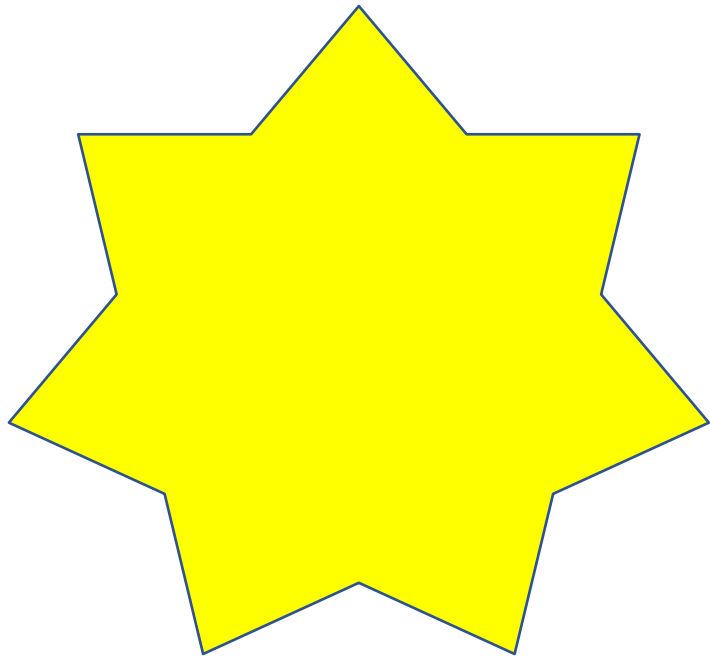
# My story.....

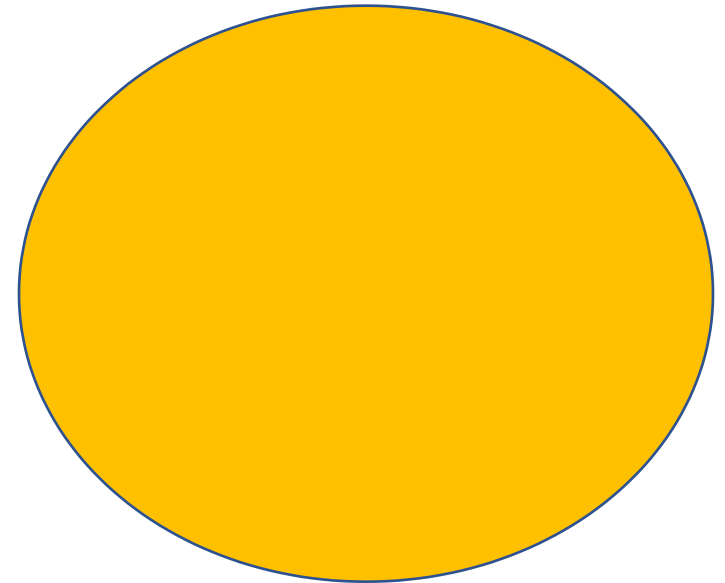
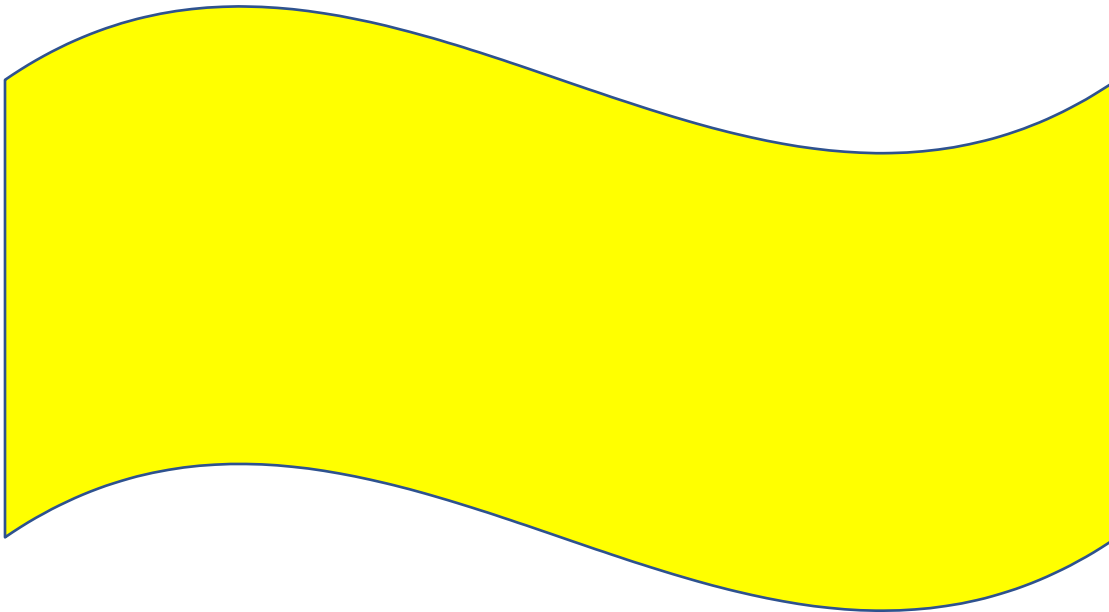
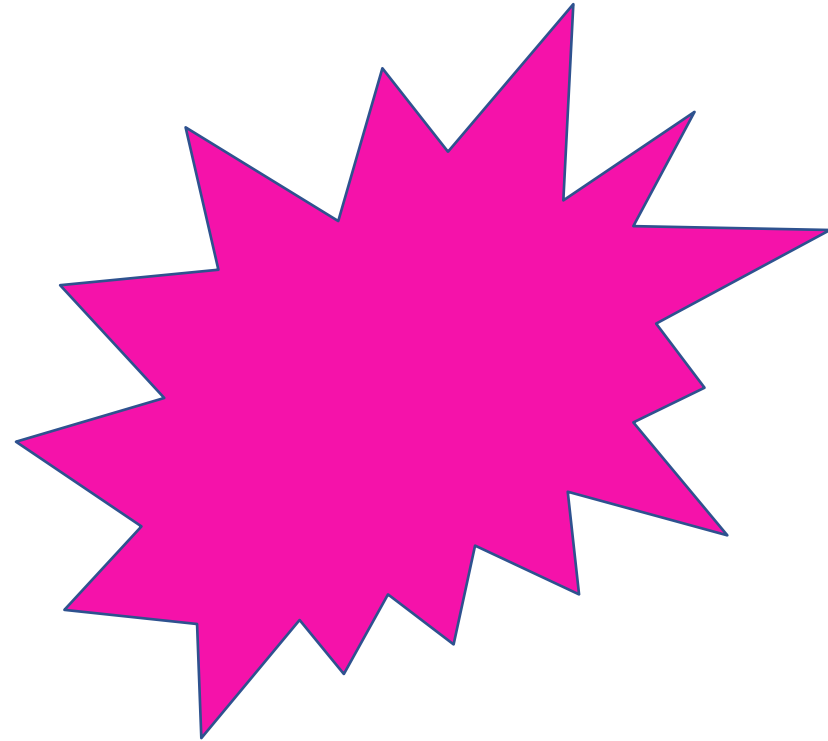
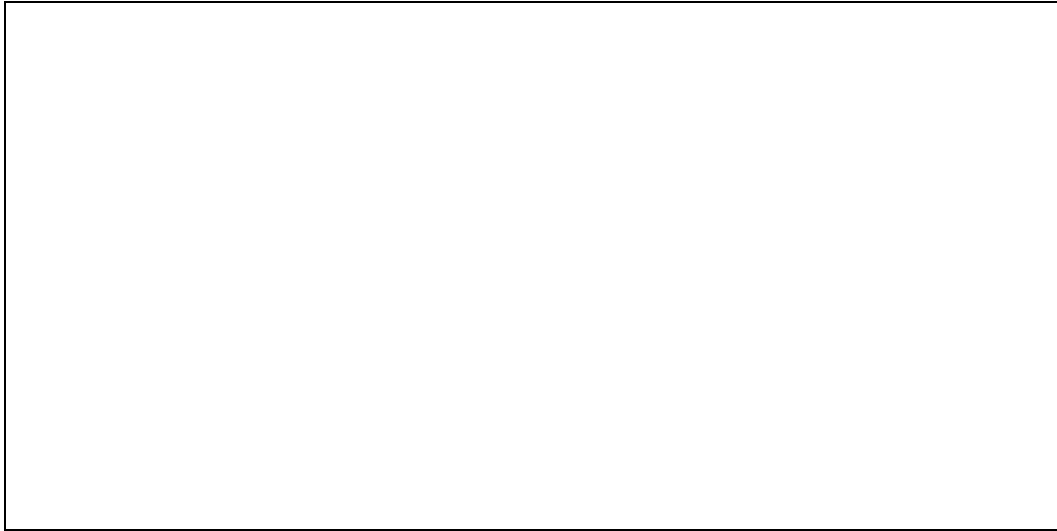
The image shows an open book with two blank pages. Each page is ruled with horizontal lines, providing space for writing. The pages are white, and the lines are light gray. The book is open flat, showing the central gutter where the pages meet.



# Goals to change the world

Write down 3 things that you can do to change the world!







# This strand is 'Balance life and Work'

## Balance life and work

Balance your life as a worker and/or entrepreneur with your wellbeing, other interests and your involvement with your family and community.



### Lesson 1

To know about the concept of work-life balance

### Lesson 2

To understand different life stages and life roles

### Lesson 3

To be able to identify that physical and mental wellbeing are important



A week in the life of '25 Year old me'

# TO DO THIS WEEK

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY



# Reflecting.....

## Task 2

Write 3 things you have learned about yourself that will help you with your future transitions.

A large, solid blue rounded rectangle intended for writing the first of three reflections.A large, solid blue rounded rectangle intended for writing the second of three reflections.A large, solid blue rounded rectangle intended for writing the third of three reflections.



# Budget Game

Income

Outgoings

Total left over each month

How will you spend your  
spare cash?







# Career Profiling

What is the role?

What skills do you need for  
this job?

What are the main duties of  
this role?

How much do you earn in  
this role?

What qualifications do you  
need for this role?

# Hinchingsbrooke School

*Hard Work   High Standards   Kindness*

