

SO HOW DOES A CAREERS INTERVIEW WORK?

Your interview will take place in private and last up to 1 hour.

Your teacher will tell you when your interview is.

Before your interview, take time to read this document and think about what you would like to talk about with your Careers Adviser, which might include:

- Your current situation – what planning have you already done?
- What would you like to change?
- Qualifications and experience required for the career you are interested in.
- The ideas you already have but don't know how to move forward, or perhaps you have no ideas at all – that's ok.

We will discuss:

- Your personal skills and qualities.
- Skills that you would like to develop.
- Ideas for study and work.
- Explore specific career areas open to you.
- Understand the process of job search, writing a CV and interviews.
- Explore your interests, likes and dislikes, influences, and work experience.
- Think about how you like to study, and how work and home experiences can contribute to your employability and decision making.
- Your Post 16 options and how to prepare your next steps.

The careers adviser will give you:

- Accurate and up to date information.
- The opportunity, if suitable, to complete a personality-based assessment which helps individuals to know themselves better.
- Alternative sources of information and help if required.
- An action plan to help you move forward.