

Careers – Long Term Plan (Oak class)

Year	Term 1	Term 2	Term 3
2019 - 2020	<p>Exploring personal strengths/skills for employment (understanding sensible career choices which match personality and interests)</p> <p>Exploring college choices for next year and completing application forms</p> <p>Thinking about where and how to apply for jobs and understanding job adverts</p> <p>Using the Internet and email</p>	<p>Writing a CV and cover letter (understanding why a CV is important and how to highlight skills and strengths)</p> <p>Understanding behaviours for work</p> <p>Continuing to explore different careers</p>	<p>Networking Skills (what is networking, character development, communication and interview skills)</p> <p>Problem solving</p> <p>Building confidence</p>

<https://barclayslifeskills.com/educators/lessons>