



Careers and Employability Strategy

2022-2024



Foreword

At Blackburn College we believe all our students deserve the very best support to achieve their career ambitions and aspirations. Through promotion of the value and importance of careers education from Senior Leaders and Governors, through to all staff, students and parents, our students will develop the employability skills and behaviours required to be successful in the world of work. They will be equipped with skills for life which address social inequality and build resilience and self-esteem, helping them to become an active citizen within their communities.

Dr Fazal Dad

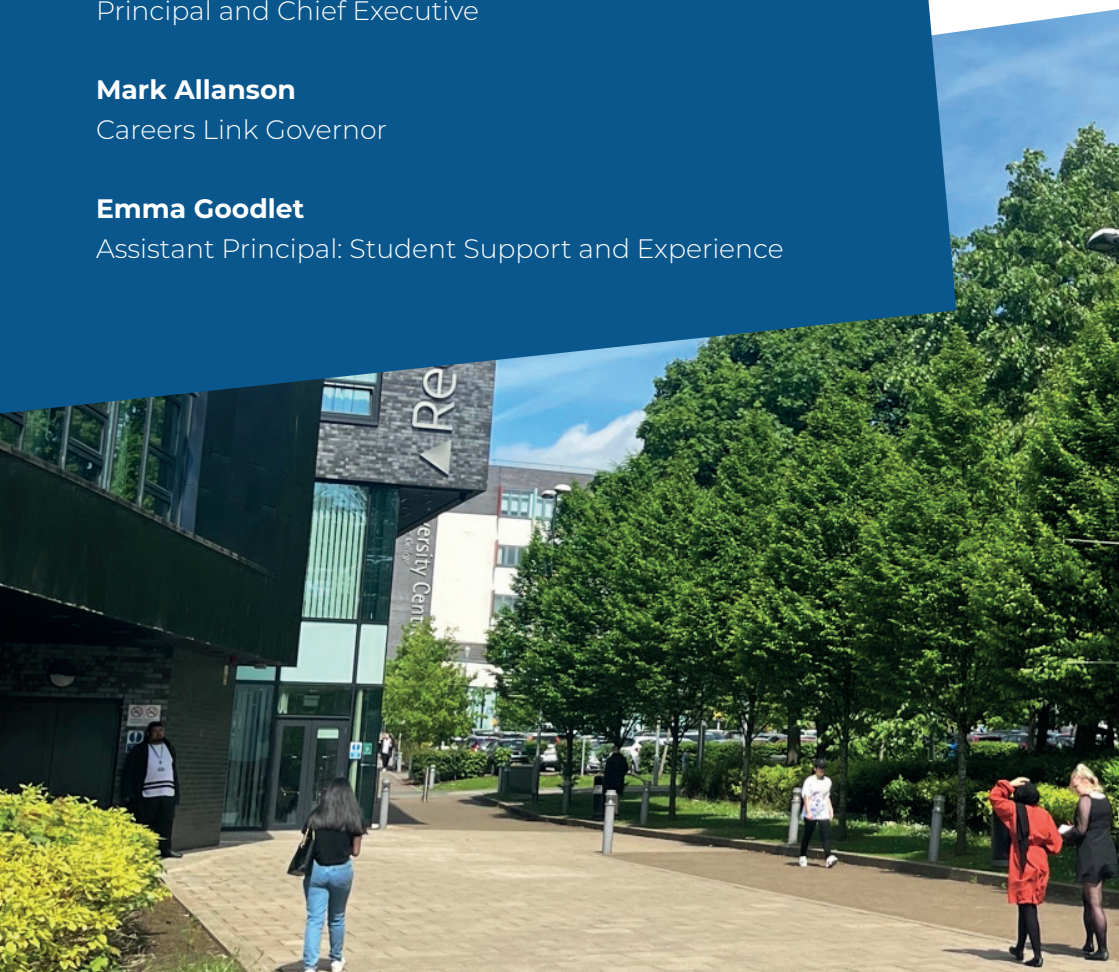
Principal and Chief Executive

Mark Allanson

Careers Link Governor

Emma Goodlet

Assistant Principal: Student Support and Experience



Careers and Employability Intent

The College's Careers and Employability Strategy captures our ambition and commitment to providing all students, whether they be, Academic, Technical, Apprenticeships, Higher Education or Adults, with the very best learning experience which equips students with the ability to secure their future career pathway. High quality Careers Education Information, Advice and Guidance (CEIAG) is fundamental to the success and sustained employment choices for our students, therefore, our Strategy is aligned to industry standards and expectations which focus on the lived experience of students.

Through our Careers Programme, we will provide opportunities for high quality careers guidance and employability education throughout an individual's time as a Blackburn College student. As a result, individuals are supported to be career ready, industry prepared and employable within their chosen sector.

This Strategy has been developed in line with external frameworks including the eight Gatsby Benchmarks, Ofsted and Office for Students. We also work in partnership with the Lancashire Careers Hub, The Careers Enterprise Company and The Matrix Standard to forensically judge and evaluate progress and improvement of our careers and employability provision.



The Blackburn College Careers Programme

Blackburn College provides a number of opportunities for students to engage with CEIAG through their curriculum learning and via a programme of wrap-around support services/enrichment activities (see table below). We encourage all of our students to make informed decisions and choices about their future, based on up-to-date Labour Market Information.

Activity	Details	For	Where	When
Pre-entry Schools & Community Outreach	Targeted activities to promote different careers, learning and training pathways	Students of all ages/stages	Schools/Community	All Year
Careers Guidance Interviews with a Professional Careers Adviser	Contact careers@blackburn.ac.uk to book an appointment	All students including targeted support for SEND and Looked After Children	The Exchange, Beacon Centre	
Careers Advice Drop-In with a Professional Careers Adviser	No appointment required, call in to see a Careers Adviser	All students	The Exchange, Beacon Centre	
Pop-Up Careers Advice	Careers advice in different buildings across campus	All students	Various	Advertised on screens across campus
Open Events	An opportunity to receive information about courses and career pathways	All students	Across Campus	All Year

Activity	Details	For	Where	When
CV Health Check	Support available from a Careers Adviser to produce, update or develop a CV	All students	The Exchange, Beacon Centre	All Year
Mock Interviews	Practice interview skills and receive feedback on performance	All students	The Exchange, Beacon Centre	All Year
Job Search	Support searching for jobs and applying for vacancies	All students	The Exchange, Beacon Centre	All Year
WorkZone	Individual support for sourcing work placements	Further Education students	WorkZone, Harrison Centre	All Year
Work Placements	Development of employability skills and experience in the workplace	Further Education students	Various Employers	All Year
Digital Careers Resources	Available at – Careers Programme Blackburn College	All students	Website	All Year
Employer Visits/Talks	Range of targeted activities to promote opportunities linked to curriculum	Further Education	Curriculum	All Year
Induction Programme	Range of activities including – Introduction to Careers Completion of the Careers Support Plan Survey	Further Education students Higher Education students Apprentices	Tutorial	September

Activity	Details	For	Where	When
Personal Tutor Activity - Careers Topic	Applying to University Writing a CV	Further Education students	Tutorial	November-December
UCAS Surgery	Support available for completing UCAS applications and personal statements	Further Education Apprentices	The Exchange, Beacon Centre	September-December
Post-Graduate Applications	Support in applying for post-graduate opportunities	Higher Education students	The Curve, Blackburn University Centre	September - March
Personal Tutor Activity – Careers Topic	Meet an Employer	Further Education students	Tutorial	January-February
Personal Tutor Activity – Careers Topic	Exploring Next Steps supported by Careers Team	Further Education students Higher Education students	Tutorial	February-March
National Apprenticeship Week	A range of targeted activities to promote apprenticeship options	Further Education students	Tutorial and The Exchange, Beacon Centre	February-March
Skills Competitions	A range of opportunities run by The Lancashire Colleges Group and World Skills to promote opportunities for students to showcase skills, behaviour and attitudes	Further Education students Apprentices	Various	February-March

Activity	Details	For	Where	When
National Careers Week	A range of targeted activities to promote careers and Labour Market Information including, Career Stereotypes activities	Further Education students Higher Education students	Tutorial and The Exchange, Beacon Centre	March
Annual Careers & Employability Fair	A range of employers and providers available to discuss opportunities within their organisations	All students	Sports Hall	March
Personal Tutor Activity – Careers Topic	Employability & Interview Skills	Further Education students	Tutorial	March-May
Intended Destinations Survey and Progression Fair	Personal Tutors and support services support progression options for the end of the academic year	Further Education students	Tutorial	May
UCAS Applications	Careers staff help students intending to apply to university with their UCAS registrations	Further Education students - Level 3	The Exchange, Beacon Centre	May-August
University Research	Support in researching options at university	Further Education students Apprentices	Tutorial and The Exchange	May-June
Post-Graduate Study Options	Support in researching options for post-graduate study	Higher Education students	The Curve, Blackburn University Centre	April-June
Personal Tutor Activity – Careers Topic	Preparing for university	Further Education students	Tutorial	May-June

Helping Students to be Career Ready

We recognise that all students needs are different and individuals will be at different stages of career planning. Our Careers Programme focuses on providing support at the right time for individuals, as they transition through the three Es.

Explore

Students are starting to think about careers but don't yet have any clear career plans in place.

Evolve

Students have a clear career plan, but still need to prepare for their next steps. Developing skills and knowledge is a crucial part of this stage.

Establish

Students are career ready and able to move on to the next stage of their career plan.

As students move through each stage we would expect them to complete the activities detailed on the next page.



Explore	Evolve	Establish
Complete Careers Support Plan Survey	Finalise career plan – confirm what actions are needed and when	Apply for jobs or courses
Careers Match – Use Kudos or Prospects Planner to find out about the jobs that best suit your personality and interests	Gain work experience – e.g. Work Placements, part-time jobs, virtual work experience	Gain offer of employment/ learning
Careers Resources – Use a range of resources to explore Labour Market Information	Write a CV	Complete Intended Destination or Graduate Outcome Survey
Meet a Careers Adviser – Book an appointment for support in exploring opportunities and options	Develop behaviours and attitudes for life and work	Attend at least one appointment with a Careers Adviser
Explore Study Options – Find out about education and training options to help you progress	Develop and strengthen employability skills in key areas including: Communication, Teamwork, ICT	Become an active citizen
Attend Careers Fairs	Undertake community outreach/volunteering activities	
Meet Employers	Meet Employers	Meet Employers



Working together for better destinations

Our Careers Programme places individual student needs at the heart of all CEIAG activities.

We recognise that only through partnership working, will our students be able to make the most of all the opportunities available to them.

Curriculum Team

Students will have contact with a number of different teaching professionals. We will monitor their progress, encourage positive behaviour and attitudes and take action to address any issues.

Who is involved?

Personal Tutors, Lecturers, Curriculum Leaders, Curriculum/ Industry Specialist Tutors, Maths and English Specialist Tutors.

Support Services

Blackburn College invests in having professional, on-site support services to make curriculum learning accessible and enhance the wider learning experience. Through the provision of targeted support for individual needs, we make sure that all students have the best chances of success.

Who is involved?

Careers and Welfare Team, Pastoral Support Team, Work Placement Team, Academic Coaches, HE Disability Advice Service and the Access and Participation Officer.

SEND Support

Our dedicated SEND Transitions Co-ordinator provides further support for those students with SEND, attending career reviews to ensure that students are advised about careers and progression activities, in preparation for their next steps and adulthood.



Parents and Carers

Parents and Carers play a crucial role in ensuring young people are set up for a successful career, future financial security and a good quality of life. We encourage Parents and Carers to work with us and be actively involved in their young person's decision making and learning.

Opportunities to engage

Interviews, Enrolment, Parents Evenings, 1:1 Appointments.

External Partners

Our external partners help to ensure that our study programmes and the Careers Education, Information, Advice and Guidance (CEIAG) and Labour Market Intelligence (LMI) that students receive, are relevant, up-to-date and inspiring.

Who is involved?

Employers, Education and Training Providers, Local Authorities.

Key Performance Indicators - Measuring Success

Our Careers Programme is focused on unlocking potential and transforming lives so that all students, regardless of background, are able to build a rewarding career.

Progression onto further study, employment or training is our ambition for all students. Support is in place throughout each students programme of study and beyond so individuals can achieve their goals.

KPI 1 - Achievement of the Gatsby Benchmarks Certificate from Inspira and the Lancashire Careers Hub.

KPI 2 - Monitoring and reporting of Careers and Employability activities for; work experience; personal guidance; contacts with employers and providers.

KPI 3 - At least 60% of graduates progress into graduate level employment or further study

KPI 4 - Review and analysis of impact on student outcomes using achievement and destinations data.

KPI 5 - Achievement of a Silver overall, with Gold for Student Experience in the next Teaching Excellence Framework (TEF) assessment.

KPI 6 - Retention of The Matrix Standard.

Blackburn College

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