

Introducing the Connexions Leicester Shire website

This lesson plan is designed to be used with the **Connexions Leicester Shire website** and the **Jobs 4 U website**. It aims to give students an introduction to how they can use these sites to **research job** and **career options**. Although the lesson plan stands alone, it is crucial that it is incorporated into a career education program.

This lesson plan is aimed at KS4 students however it can be adapted for use with KS3 students.

You may find this lesson plan fits well with other lesson plans that introduce careers and learning resources produced by Connexions Leicester Shire including:



Kangaroo support materials:

www.connexions-leics.org/staffroom/kang_support.asp



Workwise lesson plans:

www.connexions-leics.org/library/staff.asp#work



The Get Learning Workbook:

www.connexions-leics.org/library/staff.asp#gl

The lesson has been split into two sessions. The **first session** helps students **familiarise** themselves with the **Connexions Leicester Shire** and **Jobs 4 U** websites. The **second session** focuses on getting students to **research** their own **career ideas** using these two websites.

This lesson plan is also available to download via the Connexions website at:
www.connexions-leics.org/library

We would be interested in any comments you have about this lesson plan. If you'd like to give any feedback, please e-mail esullivan@connexions-leics.org or telephone Emma Sullivan on 0116 2615923.

Links to National Learning Outcomes

Careers Education and Guidance in England – A national framework 11-19

'Identify, select and use a wide range of careers information and distinguish between objectivity and bias'

Work Related Learning

'Relate their own abilities, attributes and achievements to career intentions and make informed choices based on an understanding of the alternatives'

Links to Quality Standards for Young People's Information, Advice and Guidance (IAG)

3. Young people have the information they need to make well-informed and realistic decisions about learning and careers.

Aims

To introduce students to the Connexions Leicester Shire and Jobs 4 U websites and help them to understand how the information is relevant to them.

Learning Outcomes

- Be able to use the Connexions Leicester Shire website to research career ideas, and find local jobs, apprenticeship and e2e courses.
- Be able to use the Jobs 4 U website to research career ideas.
- Be able to find information on the Connexions Leicester Shire and Jobs 4 U websites relating to their future career plans.

Resources Needed:

- **Internet access**
- Enough photocopies of the jobs match worksheet
- Enough photocopies of the website quiz
- Enough photocopies of spot the odd one out worksheet
- Enough photocopies of my career, job and learning options worksheets
- Connexions web guide (optional)

Introduction:

Before students can use the Connexions Leicester Shire and Jobs 4 U websites to research career ideas they first need to understand the content of both sites and how to navigate them. The first session familiarises students with the content and structure of both sites through a series of quizzes and information finding exercises. The second session encourages students to start researching their own learning and career options using the information on the websites.

Session 1

Introduce the session. Before starting the activities ask students to familiarise themselves with the Connexions Leicester Shire website. This can be done in pairs, using the Connexions web guide. Give a brief introduction to the website, explaining how the site can be used to get info on education, training, careers, jobs as well as other issues like health, relationships, money, drugs, benefits, housing, and the law. Introduce the main features of the site:

- Search for jobs, apprenticeships, e2e (preparation for work or training), volunteering, and short courses: www.connexions-leics.org/opportunities
- Get information and advice: www.connexions-leics.org/cnxns/advice.asp
- Education: www.connexions-leics.org/education
- Year 11 Options: www.connexions-leics.org/options/year11.asp
- Weblinks: All of our website links appear on the left hand side of each page below the main menu.

Part 1a

Give out the website quiz worksheet. Ask students to complete the worksheet. Go through the answers with students and ask if anyone has found any information that will be useful to them in the future. Discuss any problems finding information on the site.

Part 1b

Give out the job, apprenticeship, short course, e2e and volunteering opportunities match worksheets and ask students to complete it (individually or in pairs depending on computer access), using the information on: www.connexions-leics.org/opportunities. Get students to feedback on their choices. Discuss what students think of the opportunities available. Did they see any opportunities they might be interested in?

Part 1c

Return to the Connexions Leicester Shire homepage and use the top links to select the Jobs 4 U website. Go to: Job families and articles. Give out the odd one out worksheets and ask students to fill it in (individually or in pairs depending on computer access). Feedback answers.

Session 2

Ask students to think about what they might like to do after Year 11. If they have a Progress file they may want to refer to any previous research/ thoughts on job, career and learning options. Hand out the my career, job and learning options worksheets and ask the students to fill it out using the Connexions Leicester Shire and the Jobs 4 U websites. Get students to feedback on the career/ job options they researched. Ask if they know what further research they need to do to prepare for choosing career and learning options after Year 11. Do they know where to find this information? Refer to Infozone, careers software like JED, Careerscape, and Kangaroo, and personal advisers as further sources of information and advice.

Website quiz

1. When is the main application period for LeCAP?

.....

2. Name a further education course you can study at sixth-form college apart from A or AS levels.

.....

3. What is the maximum amount of EMA you can get a week?

.....

4. Name two options open to you after Year 11 (not including: getting a job, or staying in education).

.....

5. Name a website where you can search for activities for young people in Leicester and Leicestershire.

.....

6. How far do you have to live from your college or sixth-form to apply for help with travel costs?

.....

7. Where is your nearest Connexions centre?

.....

8. Name one qualification at each level

Level 1.....

Level 2.....

Level 3.....

9. What does NVQ stand for?

.....



10. Name five Diplomas that are already running in some schools and colleges?

a.....

b.....

c.....

d.....

e.....

11. What is the name of the website where you can search for courses in Leicester and Leicestershire?

.....

12. Name three colleges in Leicestershire

a.....

b.....

c.....

Jobs, apprenticeships, short courses, volunteering and e2e match

Amy, Dave, Raj, Laura, Luke and Amina are looking for their first job, apprenticeship, short course, e2e (preparation for work or training) or volunteering opportunity. Read their description of the vacancy they're looking for. Then go to: www.connexions-leics.org/opportunities and see if you can find a job, apprenticeship, short course, volunteering opportunity or e2e course that would interest them.

Amy

'I would really like to do something hands-on, where I'm not stuck in an office all day. I'm good at learning new skills and I don't mind manual work. I live in Leicester and I can't drive so I would need to get a job in the local area'.

Job or apprenticeship:

Location:

Qualifications required:

Dave

'I would really like a job working with people. Any job that involved caring for others would be ideal. I don't mind working with children or older people. I've got lots of experience in this kind of work from helping out at my local playgroup and looking after my little sister'.

Job or apprenticeship:

Location:

Qualifications required:

Raj

'I would like an apprenticeship as I want to start earning money while I get a qualification. Something working in administration or business would be great. I'm very organised, and have good IT and communication skills. I'm happy to work on my own initiative or as part of a team. I can drive and I'm willing to travel for the right opportunity'.

Apprenticeship:

Location:

Qualifications required:

Laura

'I'm getting really bored since I left school, finding a job hasn't been as easy as I thought. I'd like to do some volunteering to build up my work experience, ideally something working with people or in a social care or health role.'

Volunteering opportunity:

Location:

Luke

'I looked at the job vacancies about a month ago but didn't think I was ready to start a job. My personal adviser suggested having a look at e2e courses. I would like to try something new, especially if it gives me the chance to gain a qualification'.

E2e:

Location:

Amina

'I didn't think I had high enough grades in my GCSEs to go to college and haven't really had any luck finding a job. I'd like to do a short course to get a taste of what it might be like to get back into learning. I like to do something creative like art, music or media or sports activities.'

Short course:

Location:

Spot the odd one out

Using the information on Jobs 4 U www.connexions-direct.com/jobs4u, work out which of the multiple-choice answers is the odd one out. You will need to go to the Job family section- on the menu tab at the top of the front page of Jobs4U.

1. Which of these jobs is **not** listed in the design, arts and crafts job family:
 - Gemmologist
 - Web designer
 - Toymaker
2. Which of these jobs is **not** listed in the health care job family:
 - Aromatherapist
 - Phlebotomist
 - Sport and Exercise Scientist
3. Which of these jobs **do not** have an expected starting salary of over £18,000?
 - Marine Biologist
 - Teacher
 - Computer games designer
4. Which A level/s is **not** required for dentistry courses at university?
 - Maths
 - Chemistry
 - Biology



My career, job and learning options

Go to the Jobs 4 U website www.connexions-direct.com/jobs4u/

1. Select a job family you are interested in; then find five careers of interest to you.

For **two** of these find out:

Job 1

a. What is the salary?

.....

b. Four skills and interests relevant to the job.

.....
.....
.....
.....

c. Which of these skills and interests do you have?

.....
.....
.....

Job 2

a. What is the salary?

.....

b. Four skills and interests relevant to the job.

.....
.....
.....
.....

c. Which of these skills and interests do you have?

.....
.....
.....





Return to Connexions Leicester Shire homepage, go to:
www.connexions-leics.org/opportunities

Find two local jobs or apprenticeships that interest you. For each job or apprenticeship fill out the following details:

Job/ apprenticeship 1:

Wage:

Which skills and personal qualities in the personal specification do you have already?

.....

Which skills and personal qualities would you need to develop to meet the personal specification?

.....

Job/ apprenticeship 2:

Wage:

Which skills and personal qualities in the personal specification do you have already?

.....

Which skills and personal qualities would you need to develop to meet the personal specification?

.....

