

## Year 12 Career Planning Help-Sheet

If you are not sure about the career path you would like to follow or the career opportunities that are available when you leave school, follow these steps.

### **Step 1: Think about your abilities and interests and link these to possible careers.**

You can use some careers websites to help you.

#### **Website 1: [Xello](#)**

- Go to My School, select My apps and Xello. Login using your c2ken login and password. Complete the Matchmaker quiz in About me to find a range of jobs which may suit your skills.
- You can also complete the other tasks in About Me.

#### **Website 2: <https://successatschool.org/>**

- The careers Paths / explore career zones section of this website is useful for information about different career areas.

#### **Website 3: Careers Service website at [www.nidirect.gov.uk/careers](http://www.nidirect.gov.uk/careers)**

- This website has comprehensive information in video and written form and numerous links to sites for further support.

#### **Website 4: [www.icould.com](http://www.icould.com)**

- To explore careers, browse career videos, check out links between subject choice and career and get help making decisions.

**Step 2:** Once you have decided on the job family, job, course or subject area that interests you it is important to **find out what subjects, skills and level of education are needed to enter that career.**

#### **Website 5: <https://students.careersandstuff.com/>**

- Contains a wealth of information for Northern Ireland students including Labour Market Information.
- ❖ If you are considering a specific **University course** you should look up the course on the UCAS website: [www.ucas.com](http://www.ucas.com) This will provide you with a lot of information on entry criteria to courses, what subjects are essential, what grades are needed in different universities, etc.
- ❖ If you are considering a course at a **regional college like NRC, NWRC or CAFRE** then you should review their prospectus.
  - o The NWRC can be found at: [www.nwrc.ac.uk](http://www.nwrc.ac.uk)
  - o CAFRE: [www.cafre.ac.uk](http://www.cafre.ac.uk)
  - o NRC: [www.nrc.ac.uk](http://www.nrc.ac.uk)
- ❖ If you are considering a **Basic or higher level apprenticeship** then look up the specific apprenticeship website. Many are linked with courses in the local regional college and more information can be found at this address:

<https://www.nwrc.ac.uk/study/i-am/an-apprentice>

Here are just a few examples of some apprenticeships based in industry:

- BT Apprenticeships  
<https://www.bt.com/careers/early-careers/apprentices>
- NIE Apprenticeships  
<https://www.nienetworks.co.uk/apprenticeships>
- PWC Apprenticeships  
<https://www.pwc.co.uk/careers/early-careers.html>
- Kainos Software Engineer Apprenticeships  
<https://www.kainos.com/careers/earn-as-you-learn>

When looking up courses ask Questions such as:

- Do I need to go to college or university to become this?
- What subjects are essential?
- What grades are necessary to get into this course at College or Uni?
- Are there alternative ways to get into this course / career?
- Are apprenticeships available in this career path?
- What skills are mentioned as important? Do I have those yet?
- How could I improve those skills? What activities could I try?

Alternatively, **contact someone already working in the sector** and ask them about their job. Most people will be happy to tell you the positive and negative aspects of their job.

Think about the ways you can **acquire new skills** and develop those that you already have. There are so many extra-curricular school activities that provide excellent opportunities for you to develop vital transferable skills like teamwork, ICT skills, communication etc. You could consider taking up a new activity in the next few years to develop your skills.

**Future Learn:** [www.futurelearn.com](http://www.futurelearn.com)

As work experience over the next few years may be more challenging due to limited access to businesses, it will be useful for you to gain experiences in other ways.

Future Learn is a website specialising in online courses which anyone can take part in. Many of them are free and could offer insights into a career or university course.

Completing some of the courses may also look good on your CV or University or college application.

## Important Things To Note: