

# Careers Education, Information, Advice and Guidance

*"It's never too early or too late to start thinking about your future!"*

## Our Approach

Excellent careers guidance ensures equality of opportunity for all. It unlocks potential and transforms outcomes for people of all ages. Gloucestershire College works on a culture of having the right advice, in the right place at the right time. Working in partnership with our specialist career professionals and employers to ensure you understand the opportunities and choices that are available to you.

Gloucestershire College will support you by providing impartial information, advice and guidance to help you understand the routes into work, progression into higher education, technical education and apprenticeships and support you to relate your new found knowledge and experience to your future career.

To ensure a quality service to all our students, including adults, the college recognises the importance of working closely with external agencies such as The National Careers Service to utilise referral routes for additional support.

There are 8 clear benchmarks that define high quality careers education and improving student transition from school to work by identifying routes to a successful working life. Our careers education offer has been based upon these benchmarks and the best practice identified throughout the sector. Further information is available at [www.goodcareerguidance.org.uk](http://www.goodcareerguidance.org.uk)

## We can help you with

- Information on all college courses
- Guidance to aid transition into employment, training or higher education
- Guidance on changing courses or career pathways
- Course applications and enrolling on a course
- Career planning
- Marketing your skills and experience in CVs, applications and on digital platforms
- Preparation for the world of work
- Referrals to other services, including student support

[Click here](#) to view our statement of service

## Careers contacts

### Strategic lead for careers

Director of Student Employment & Experience

David Kettlety

[David.kettlety@gloscol.ac.uk](mailto:David.kettlety@gloscol.ac.uk)

**Careers leader**

Samantha Trickey

[Sam.trickey01@gloscol.ac.uk](mailto:Sam.trickey01@gloscol.ac.uk)

**Advice & Guidance team**

[advice@gloscol.ac.uk](mailto:advice@gloscol.ac.uk)

**Student services adviser team**

To speak to a member of the team please call 0345 1552020 or email

[info@gloscol.ac.uk](mailto:info@gloscol.ac.uk)

**Employability team**

[employability@gloscol.ac.uk](mailto:employability@gloscol.ac.uk)

**Our Careers programme**

We offer an extensive programme of careers guidance and support throughout the year to help you explore your options, plan your next steps and make realistic choices about your education and career plans

To view our latest Careers Calendar [click here](#).

Parents/carers can access information about the careers offer for their child by speaking with the dedicated Student Mentor.

If you are an employer and would like to find out about opportunities to engage with our careers programme or offer work placements please contact

[employability@gloscol.ac.uk](mailto:employability@gloscol.ac.uk)

**Our resources**

We offer many career opportunities and resources to students, parents and carers which are designed to support decision making. Many staff and areas of the college come together to provide the quality careers education programme that we offer. High quality careers education and guidance is a collective responsibility of the organisation and therefore cannot be delivered in isolation.

The careers area of the web site will identify resources to support students and parents to source essential impartial advice and guidance in addition to that offered as part of the programme of study. [Click here](#).

The campus Student Hubs offer a range of resources to enhance the learning experience and develop work skills including:

- Access to impartial advice and guidance from qualified professionals
- Support from the student development team

- Employment coaching
- Work experience and volunteering activities
- Details of local job opportunities

The campus Libraries offer a range of resources to further develop and research careers, higher level studies and progression opportunities including:

- Written careers materials
- Higher education research material
- Digital careers resources on the VLE for existing students
- Knowledgeable library staff

## **Evaluation of the careers programme**

We strive to continually improve our careers education programme and measure our success by evaluating:

- Destinations of students after their course
- Number of students who access the services on offer
- Student feedback after careers appointments, personal development sessions and adviser interventions
- Student outcomes as part of the Self-assessment process
- Annual report to governors on careers and employability
- Annual audit of careers
- Matrix and Quality in Careers Standard accreditation and re-accreditation