

## What to expect from a career guidance interview?

A careers guidance interview is an impartial, one-to-one meeting between yourself and a professionally qualified Careers Adviser (Level 6 Diploma in Careers Guidance & Development). A guidance interview can last up to 45 minutes. A careers guidance interview is not like a job interview - there are no right or wrong answers.

### Where will the interview take place?

We have a designated careers meeting room at the back of the school library.

### What will be discussed?

During a guidance interview the Careers Adviser may help you to:

- identify your personal qualities and skills
- identify the skills you would like to develop
- come up with ideas for study and work
- explore specific career areas open to you
- explore current and future job opportunities
- understand the process of job search, writing a CV and going for interviews
- explore your interests, likes and dislikes, family influences, personal barriers and work experience
- think about how study, work experience, and home-life can all contribute to your employability

### The Careers Adviser will give you:

- accurate and up-to-date information
- the opportunity, if suitable, to complete a personality-based assessment which helps individuals to know themselves better
- alternative sources of information and help if required
- an action plan to help you move forward

### How to prepare for your interview

Think about:

- your current situation – what planning you have already done if any
- what you would like to change
- qualifications or additional qualifications and experience required for the career you are interested in
- how much control you feel you have in making choices?
- the ideas you already have but do not know how to move forward or perhaps you have no ideas at all

### Benefits of a guidance interview

- increased motivation and self-confidence
- greater self-awareness
- identification of more achievable ambitions
- improved decision-making skills
- increased awareness of opportunities

### How to arrange a careers interview

Every Year 11 student will be invited to a careers interview, however there are many ways to contact our Careers Adviser and set up a careers interview at any time:



[gail.beath@gro.mmat.co.uk](mailto:gail.beath@gro.mmat.co.uk)



Speak to Mrs Beath in the Library



Ask your form tutor, teacher or Head of Year to make a referral.