



Learner Needs Analysis

Case Study – Yr 12 Employability Programme LCA & EC/EA Network

- **Informal:** Direct observation around work experience and informal stakeholder conversations
Student verbal feedback on strengths and weaknesses - 'I can't...', 'I don't know how to...', 'What do I do now..?'
- **Formal:** Career Plans/Skills Analysis/SWOT Matrix
Evaluation data e.g. LincHigher (Uni Connect)
Statutory guidance

https://www.careersandenterprise.co.uk/sites/default/files/uploaded/1195_ea_survey_digital.pdf Evaluation of the Enterprise Adviser Network-Enterprise Adviser Survey 2019; The Careers and Enterprise Company.



Programme Intent

LCA Aims: Learn – Care – Achieve

Students are provided with opportunities to:

- Build knowledge of real-life requirements, find out how businesses operate and learn about employability; develop the transferable skills needed to succeed in the world of work and awareness of how to maximise opportunities
- Explore ways to motivate and promote themselves with reflection, self-presentation and marketing; deal with personal feedback and develop self-esteem, confidence and resilience
- Address any individual gaps in the skills valued by employers, apprenticeship providers and universities to enable them to succeed in gaining jobs and HE places and sustain themselves in employment.



Lesson Title	Session Outline	Structure	Learning Outcomes
Step 1: Introduction to the programme	Lincolnshire Co-op and LCA to introduce the programme to the learners Job market LMI Current challenges Initiatives	Video/webinar, introduce Lincolnshire Co-op – Q & A: 1. What is the business? 2. Challenges in job market due to Covid-19 3. Aim of the programme 4. Structure of the programme	Understand how businesses operate and analyse labour market information. Understand how the careers curriculum relates to ‘real-world’ experience.
Step 2: Applying for a job role	Skills required Application forms and CVs Self-reflection and personal statements	Workshop on CVs/applying for a job. Sent job advert and supporting content by Lincolnshire Co-op Submit application	Show and review how they have acquired and are developing qualities and skills to improve their employability. Know how to submit a job application.
Step 3: Informal discussion about the job advertisement	Informal phone call with Lincolnshire Co-op pre-interview Students discuss the role Questions	20 min phone call with Lincolnshire Co-op: 1. Build confidence 2. Varying the types of questions 3. Find out more information about the job to support the interview	Utilise and build communication skills. Demonstrate knowledge of effective communication skills. Communicate more confidently with employers and other adults.
Step 4: Formal interview for the job role	Formal online interview with Lincolnshire Co-op Lesson on interview techniques/skills/question types	30 minute interview with Lincolnshire Co-op 1. Being presentable 2. Showing personality 3. Transferrable skills 4. Applying experience	Improve interview skills. Develop an understanding of the interview process, typical questions, strategies for responding, and gain confidence from the opportunity to practice. Improve and review presentation skills.
Step 5: Formal feedback from Lincolnshire Co-op	1:1 session with Lincolnshire Co-op Personalised feedback (verbal/written) Reflection Celebration/certificate Evaluation of programme	30 minute session with Lincolnshire Co-op:- 1. Feedback on CV/application 2. Feedback on phone call 3. Feedback on interview 4. General discussion on next steps	Review personal feedback, build resilience and be positive about the responsibility they are taking for their own progress. Review skills and identify areas and actions for improvement.



Personalised Guidance Needs

Individualised IAG – challenges alongside Recovery Curriculum

- **Group** - Year 11: targeted small group mentorship programme of IAG (conduct, attitude, confidence)
- **1:1** - Increase in self-referral: Experience during lockdown
Media influence
Competition
- **IAG** needs to be: 'Holistic'
Young person-centred
Well-informed
Collaborative