



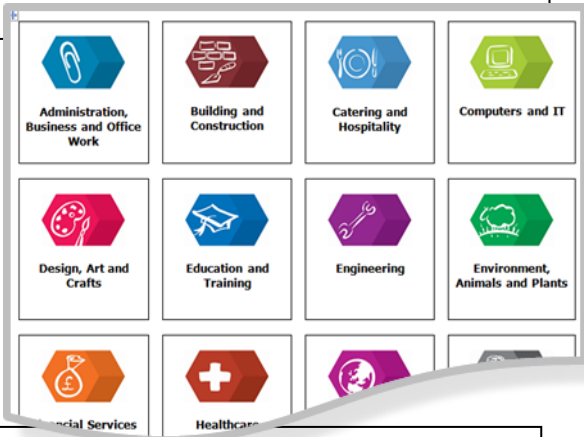
# Information, Advice & Guidance Resources in the LRC



## Find Resources in the Emerald Zone

**Preparing for Life After School: Career and Job Information**

Arranged by groupings e.g. studying medicine, training to be a nurse or getting into health administration would all come under "Careers in Health Care". The groupings are arranged alphabetically into boxes with subject labels...



You may take away any leaflets or booklets which don't have any library stickers or labels – check out the bottom shelves for "Takeaways"

Website subject grouping lists are free to take away. Use these to access the links to useful websites. There are also digital versions in:  
W> LRC> IAG>Careers Information

**Preparing for Life After School: Making Career and Study Choices**

Look for resources with the coloured dots. There are books for loan but you may help yourself to leaflets or booklets without library stickers – look at the bottom shelves for "Takeaways". Please leave any stickered reference copies in the boxes.

	Study, Year Out or Work? Choosing the best path for you after school.
	Applying for University
	Preparing CVs, Job Applications and Interviews
	Preparing for Tests
	Gap Year, Volunteering, Studying Abroad, Self-Employment
	Training with an Employer: Apprenticeships, Sponsored Degrees and other Qualifications
	Financial Support at age 16+
	College Prospectuses Reference Set A-Z

**Wellbeing & Citizenship**

Look for resources with the white dot and then look for these subject markers on the shelves:

- o **Health & Wellbeing** - alcohol and substance abuse, eating disorders, understanding physical disabilities and dealing with physical illness, keeping fit and healthy
- o **Mental health** – self-confidence, depression, anxiety, emotions
- o **Puberty** – understanding what's happening to your body
- o **Relationships** - friendships, family and other relationships, abuse, coercion, bullying, staying safe, coping with social media
- o **Identity** – gender and equality
- o **Citizenship** – the law, your rights, housing, managing money, travel

Look at the display stand for leaflets to take away with up-to-date information and contact details of organisations which help young people.



# Information, Advice and Guidance Resources – Focus on: *Careers*

HUN/LRC DEC 18

## Printed Resources in the LRC:

### Look in the Emerald Zone

**OCCUPATIONS:** A huge book describing a massive range of jobs and careers. Explains what the jobs entail, different routes to careers and what qualifications you need for entry. You'll find jobs you never knew existed! This is for reference only but please ask a member of staff if you need some sections photocopying.

Look through the “*Careers In...*” boxes to find useful books, leaflets and information sheets – some you can borrow, others are for reference only but please ask if you need a photocopy.

*Not sure which direction to take?*

*We have lots more useful help and advice books and leaflets in the LRC – see our “Find It” guide overleaf*

## On line:

[www.kudos.cascaid.co.uk](http://www.kudos.cascaid.co.uk)

*Ask Helen Mountain for log in details –*

Kudos will give you all the information you need to make important decisions about future careers and what subjects, courses and training you can do to reach your career destination. If you are unsure of what careers you might be interested in, Kudos can give ideas based on what you like and dislike. You can also discover what careers your subjects can lead to. Packed with information on what employers are looking for, what you can earn and what qualifications you'll need, Kudos is your passport to exploring your future.

## On line:

### Titus Salt School Library website

Online access to our very own school library. Search “Careers” and you will see resources here in the LRC relating to careers and live links to helpful websites. **Find us on your Start Menu or download the iMLS app to your mobile or type into your address bar:**  
<https://u013593.microlibrarian.net>

[www.nationalcareersservice.direct.gov.uk](http://www.nationalcareersservice.direct.gov.uk)

**Job profiles** Find out what a job involves and if it's right for you.

**Skills health check** Use the assessment function to find out what kind of jobs could suit you and then save your results.

**Find a course** Look for courses and learning providers and save information about them.

**Contact an adviser** Find out about the different ways to get in touch.

**Help to get a job** Get advice on the different stages of a job hunt, including how to improve your interview technique and write an effective CV. You can get help to search for your first job, get back into work or change career direction.

[www.icould.com](http://www.icould.com)

Videos of real stories to inspire your career. From accountants to zookeepers get a first-hand view of jobs and careers for your future.

[www.careersbox.co.uk](http://www.careersbox.co.uk)

Videos about different careers and featuring a range of employers.

## People to talk to:

**The Careers & Work Experience (WEX) Office is on Street Level 1, opposite the LRC –**

### Mr Bird

**Careers Leader and WEX Coordinator Yrs.10 and 12**  
Based in the Careers & WEX office. You are welcome to pop in to the office and chat to him at any time.  
[bir@titussaltschool.co.uk](mailto:bir@titussaltschool.co.uk)

### Helen Mountain

#### Careers Adviser

For personalised careers help and advice drop in to the Careers & WEX office to see Helen on Monday or Tuesday lunchtimes.  
[mou@titussaltschool.co.uk](mailto:mou@titussaltschool.co.uk)

### Ms Kennedy

#### Higher Education Progression Officer Yrs. 9-13

Help and guidance on higher education, from university degrees to higher level apprenticeships. Based in the school's Administration area on Mondays and Tuesdays and Thursday mornings. Please ask for her at Pupil Services or email:  
[ked@titussaltschool.co.uk](mailto:ked@titussaltschool.co.uk)

### Mr Green

#### Leader of STEM

Is based in the Technology Faculty and is happy to talk to you about any aspect of training and career opportunity in science, technology, engineering or maths.  
[gen@titussaltschool.co.uk](mailto:gen@titussaltschool.co.uk)

### Ms Hunter

#### LRC Manager

Is based in the LRC Mondays-Fridays and can help you find useful print and online resources.  
[hun@titussaltschool.co.uk](mailto:hun@titussaltschool.co.uk)