

Experienced CEIAG professionals **Michele Squire** and **Sue Thacker** have been working in the careers arena for a combined fifty-plus years. Michele and Sue are delighted to announce a **series of training and CPD sessions to support careers work in schools and colleges** across the West Midlands (and beyond!)

Course:	Introduction to Careers Work
Dates:	Thursday 19th October 2017 (<i>Whole day course</i>) Thursday 1st March 2018 (<i>Whole day course</i>)
Course Outline:	To give staff with limited experience of careers work a thorough briefing on the issues and the context of careers work including: careers programmes, careers information, resources for young people, resources for professionals, careers online and more...
Who is it for?	Careers leaders, careers coordinators and other interested careers professionals working in schools and colleges

Course:	Policy and Management Masterclass
Date:	Wednesday 1st November 2017 (<i>half day course - pm</i>)
Course Outline:	To support an institution's work towards the Quality in Careers Standard with developing and writing careers policy, and with all aspects of managing an effective careers offer for young people in a learning institution.
Who is it for?	Anyone working towards (or considering working towards) the Quality in Careers Standard.



Course:	Careers Programme Masterclass
Date:	Wednesday 21st November 2017 (<i>half day course - pm</i>)
Course Outline:	To support an institution's work towards the Quality in Careers Standard with developing a careers programme to meet the needs of all students.
Who is it for?	Anyone working towards (or considering working towards) the Quality in Careers Standard.



Course:	Careers Information Masterclass
Date:	Wednesday 6th December 2017 (<i>half day course - pm</i>)
Course Outline:	To support an institution's work towards the Quality in Careers Standard with providing and maintaining careers information libraries, resources, display and online information.
Who is it for?	Anyone working towards (or considering working towards) the Quality in Careers Standard.




Course:	World of Work Masterclass and LMI Update
Date:	Thursday 4th January 2018 (<i>half day course - pm</i>)
Course Outline:	To support an institution's work towards the Quality in Careers Standard with providing a planned approach to student encounters with employers. To support any institution with providing up to date, relevant labour market information.
Who is it for?	Anyone working towards (or considering working towards) the Quality in Careers Standard.



Careers Training Programme 2017 – 2018 (Cont...)

Course: **Working towards the Quality in Careers Standard**
Evidence for Learner Voice, working with parents and carers, and equality and diversity


Date: **Wednesday 17th January 2018** (*half day course - pm*) 

Course Outline: To support an institution's work towards the Quality in Careers Standard;

- Developing and mainlining effective input from students
- Equipping parents and carers with the knowledge they need to support their child's career learning
- Ensuring that equality and diversity considerations are embedded throughout the CEIAG offer.

Who is it for? Anyone working towards (or considering working towards) the Quality in Careers Standard.


Course: **Review and Evaluation Masterclass**

Date: **Tuesday 30th January 2018** (*half day course - pm*) 

Course Outline: To support an institution's work towards the Quality in Careers Standard with planned and effective review and evaluation of the CEIAG offer.

Who is it for? Anyone working towards (or considering working towards) the Quality in Careers Standard.

Course: **Love Your portfolio**

Date: **Wednesday 14th February 2018** (*half day course - pm*) 

Course Outline: A chance to bring along your quality in Careers Standard portfolio for a little Valentine's Day care and attention – what makes a good portfolio for the Quality in Careers Standard? An overview of the requirements for all the units.

Who is it for? Anyone working towards (or considering working towards) the Quality in Careers Standard.

Venue: **All courses to be held at:**
Prospects Black Country House, Rounds Green Road, Oldbury B69 2DG

<p>Cost:</p> <p>Whole Day Courses: £150 +VAT</p> <p>Half Day Courses: £75 +VAT</p> <p><i>Cost includes all course materials and refreshments.</i></p> <p>Offer available; <i>sign up to all 7 half day courses for only £450+VAT (saving £75)</i></p> <p><i>Places will not be limited per institution</i></p>	<p>How to Book:</p> <p>To book a place or for more information please contact:</p> <p>Kris Perry t: 01229 814850 e: kristian.perry@prospects.co.uk</p> <p>Prospects, 1 Andrews Court, Andrews Way, Barrow-in-Furness, Cumbria LA14 2UE</p>
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