



## What is the Career Passport?

This career passport is a great way to show your future employers or colleges what skills you can offer them. If you manage to complete all of the requirements below, you will receive a certificate and reference to add to your portfolio of evidence. If you get the Gold Award, you may also be lucky enough to receive a badge to show everyone how serious you are about your future career. Remember you must collect detailed evidence for everything you complete!

### **For the Bronze Award you must complete the following:**



- ◆ Researched and summarised at least three jobs—the role, the qualifications needed, the salary, how competitive it is
- ◆ The self reflection forms on your own strengths, weaknesses and skills
- ◆ Do a presentation to a class, an assembly or even a teacher (this can be on any topic)
- ◆ Find out what areas of the jobs market have a shortage of employees
- ◆ Participate in a charity event

### **For the Silver Award you must complete all of the Bronze Award plus the following:**



- ◆ Attend a career/futures based talk or workshop, either within your normal subject lessons or as a visit/trip
- ◆ Organise a charity event or activity
- ◆ Explore the Fast Tomato tool (your form tutors will be given login details)
- ◆ Participate in a mock interview workshop

### **For the Gold Award you must complete all of the Silver and Bronze Awards plus the following:**



- ◆ Participate in some work experience - this could be in Year 10 or afterschool/weekends (min. of 16 hours)
- ◆ Interview an employer about what skills/attributes they look for in their staff
- ◆ Research three different colleges and make a list of pros/cons for each one—include some details about courses you might like to study there

When you have completed all of the requirements for an award, **bring your evidence in a folder (with your name clearly marked) to Miss Weaver** or put it in her tray in the staff room. Once your evidence has been quality assured, you will receive your award during the celebration assemblies at the end of each half term.