

# INFORMATION GUIDE



AN ISLAND WIDE SKILLS SERVICE



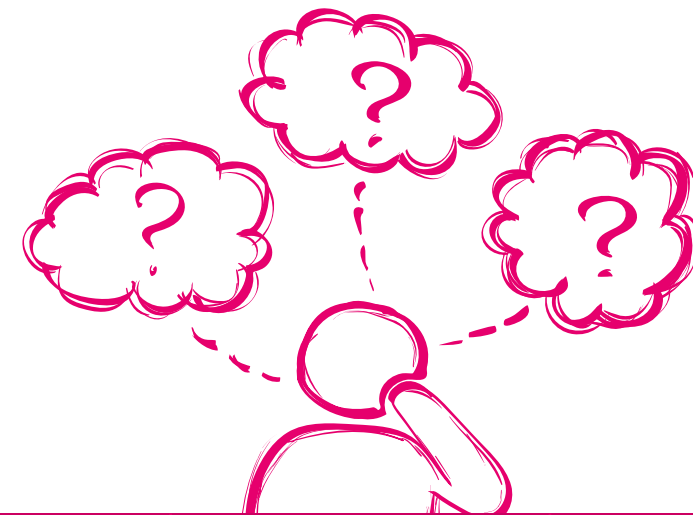
# WHO ARE SKILLS JERSEY?




Skills Jersey (previously known as Careers Jersey, Trident, Trackers and Student Finance) have been brought together, by the Education Department, to create a centre of excellence with clear links connecting education and life-long learners with industry.



# CAREERS GUIDANCE

Our Careers Guidance team offer free, confidential and impartial careers guidance to people of all ages including school pupils, 16+ students and adults. Below is a list of services we offer that may be of use to you.



Learning through work:	Connect with Education:	Careers Guidance:
 <p>Whether it is mentoring apprentices through employment and training or coordinating work placement and shadowing schemes, Skills Jersey supports Islanders to make informed decisions leading to their future employment.</p>	 <p>Offering links between schools, colleges, universities, industry and other education training providers, Skills Jersey is the hub where industry and education can work together to benefit the local community.</p>	 <p>The Careers Guidance team offer free, confidential and impartial career guidance, support and inspiration to people of all ages including school pupils, 16+ students and adults.</p>

Are you...	We can help you...	We also help with...
In education	Focus on what's important	Starting your job search
Looking for a career change	Identify your strengths	Structuring your CV
Leaving education	Identify your interests	Completing application forms
Starting your career	Identify your options	Interview preparation
Looking to gain qualifications	Plan job hunting strategies	Info on training courses
Returning to work or retiring	Work out your next steps	Transition to the workplace

## Please get in touch...

01534 449 440  
[skillsjersey@gov.je](mailto:skillsjersey@gov.je)  
[www.gov.je/skillsjersey](http://www.gov.je/skillsjersey)  
[www.facebook.com/skillsjersey](https://www.facebook.com/skillsjersey)  
[www.twitter.com/skills\\_jersey](https://www.twitter.com/skills_jersey)



## Your appointment...

One-to-one client centred  
 Relaxed environment  
 Confidential  
 Impartial  
 Free

# CONNECT WITH EDUCATION

Offering a link between schools, colleges, universities, industry and other education training providers, Skills Jersey is the hub where industry and education can work together to benefit the local community.



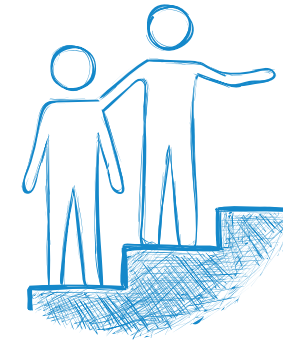
Services include:

- |   |   |  |  |
|---|---|--|--|
| <p>1</p> <p><b>Act as a central point of communication</b> for employers and industry bodies to liaise and work with educational establishments</p>       | <p>2</p> <p><b>Organise industry bodies</b> to deliver industry specific workshops in schools</p>       | <p>3</p> <p><b>Skills Coaches</b> motivate young people to engage with their learning, using information and experiences of industry together with coaching and mentoring.</p> | <p>4</p> <p><b>Create an environment</b> for careers teachers to keep their industry knowledge up to date &amp; share best practices for careers education</p> |
| <p>5</p> <p><b>Promote appropriate opportunities</b> to graduates through email and social media e.g. vacancies, bursaries, internships and open days</p> | <p>6</p> <p><b>Higher Education Sessions</b>, post-16 options and researching universities sessions</p> | <p>7</p> <p><b>Pro-actively maintain relationships</b> with the Island's employers who wish to support and be involved with the Education Department</p>                       | <p>8</p> <p><b>Student Finance.</b> We currently offer a grant which students can apply for to help towards their university fees and living costs.</p>        |



# LEARNING THROUGH WORK

Whether it is mentoring apprentices through employment and training or coordinating work placement and shadowing schemes, Skills Jersey supports Islanders to make informed decisions leading to their future employment.



Schemes & opportunities include:

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Trident work experience - this two to three week placement is aimed at Years 10 or 11 and is an introduction to the world of work
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Young Enterprise company programme – students experience the trials and successes of running their own company under the guidance of mentors from the community
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Institute of Directors work shadowing scheme
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Work Shadowing schemes in construction, digital, hospitality, retail and marketing
- 

Trackers – this apprentice programme supports people aged 16 and over in their chosen apprenticeships by providing mentoring and funding for training fees



# TRIDENT

The Trident programme is an opportunity for all Jersey students to undertake work experience for two to three weeks during Years 10 or 11. Each year the Skills Jersey team organise placements for over 1000 students from all the Island's schools, thanks to the support of local businesses and organisations. For many students this is their first experience of the working world and is the start of their vocational journey.

The advantages of Trident includes:



# TRACKERS

The Trackers programme supports people aged 16 and over in their chosen apprenticeships by providing mentoring and funding for training fees.

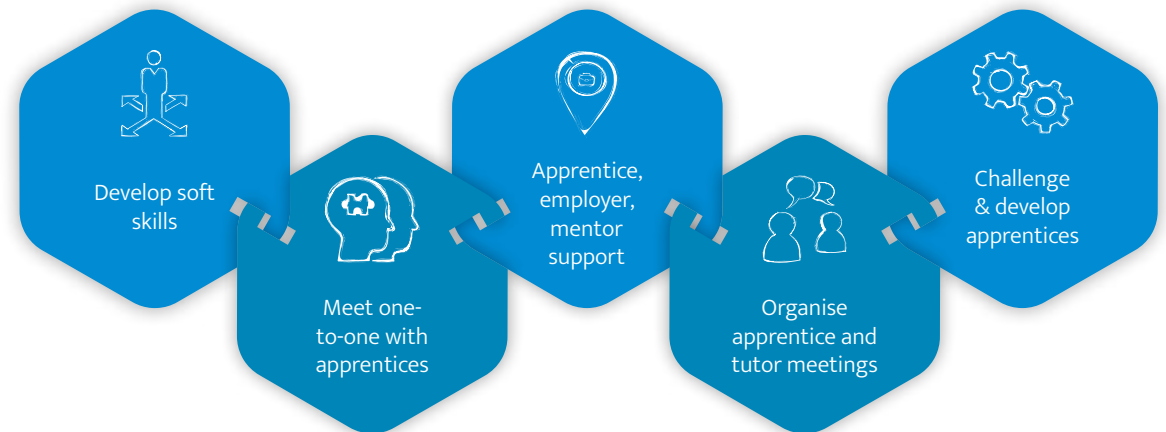
Apprenticeships currently supported include:

Beauty therapy	Brewing	Bricklaying	Culinary	Customer service
Cyber security	Dental nursing	Digital	Electrical	Foundation
General building	Green keeping	Hairdressing	Health & social care	Welding
Motor vehicle	Painting & decorating	Plumbing	Retail	Veterinary nursing
Hospitality management		Wood occupations	Higher apprenticeships	

## Mentors

Apprentices are given a dedicated, qualified, mentor who will coach, support and guide them through their apprenticeship.

Mentors will:



Mentors use coaching and mentoring techniques including:

Personal reflection	Performance review	Goal setting	Action planning
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# SKILLS JERSEY EVENTS

Higher Education Fair (March)	Jersey Skills Show (October)
<p>This event gives you the opportunity to talk to exhibitors on over 60 stands; ranging from universities (from the UK, on-Island and overseas), training providers, gap-year specialists.</p>	<p>At the Jersey Skills Show, we aim to bring skills to life and give attendees the chance to learn about education, training and opportunities in an engaging and inspiring way.</p>

## CONTACT US

<p><a href="http://www.gov.je/skillsjersey">www.gov.je/skillsjersey</a></p>	<p><a href="https://facebook.com/skillsjersey">facebook.com/skillsjersey</a></p>
<p>01534 449 440</p>	<p><a href="https://twitter.com/skills_jersey">twitter.com/skills_jersey</a></p>
<p><a href="mailto:skillsjersey@gov.je">skillsjersey@gov.je</a></p>	<p><a href="https://youtube.com/c/skillsjersey">youtube.com/c/skillsjersey</a></p>
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