

### Support available at Greenhead College:

- Careers guidance appointments are available Monday to Friday during term time (and in holidays via staff from C+K Careers)
- The department write all the careers lessons delivered by the tutor team.
- Arrange mock interviews for HE and employment.
- Offer advice on a range of possible options post A Levels including Higher Education, apprenticeship routes, gap year options, volunteering, study abroad and other work based routes.
- Provide information on specific careers areas you may be considering.
- Use of the comprehensive Greenhead College Careers pages and 'Live' noticeboard on Moodle.
- Advertise jobs, apprenticeships, new courses and careers events via the college bulletin, Twitter, Instagram, email, Moodle and via our regular newsletter emailed to every student and available for parents via the college website.
- We are always keen to hear from local/national employers, HE/FE and gap year providers who may be able to offer opportunities to our students. Feel free to email us at [careers@greenhead.ac.uk](mailto:careers@greenhead.ac.uk)

### Arrange a number of careers-related events for students including:

- Speakers from a range of universities and industries will give presentations.
- The Options@18 Fair in February for students and parents to speak to local/national employers, universities and gap year organisations.
- Arrange trips to Higher Education conventions. (COVID restrictions permitting)
- Information about student.
- Lunchtime speakers throughout the year.
- Contribute to the H.E evening for parents
- Parent pack <https://amazingapprenticeships.com/>

### Resources and facilities:

- Students have use of a well - stocked and up to date careers library with information about specific careers, university prospectuses and guides, employment information and up to date advertisements of current vacancies, information about careers conferences, open days, gap year and study abroad information.
- Careers websites on the Careers Moodle page.

### Who we are:

Zoe Smith – Careers Leader  
Claire Stainton – Careers Adviser  
Susan Stewart – C+K Careers Adviser  
Liz Hirst – C+K Careers Adviser  
Robina Tariq – Careers Assistant