

Matthew Boulton College

Jennens Road, Birmingham B4 7PS

Sutton Coldfield College

Lichfield Road, Sutton Coldfield B74 2NW

James Watt College

Aldridge Road, Great Barr B44 8NE

Careers Service for students

w: www.bmet.ac.uk **e:** ask@bmet.ac.uk **t:** 0121 446 4545

All of the information in this booklet
is correct at the time of going to print



WHAT DO WE DO?

The College Careers Service is here to help all students of the College

- Plan their career
- Choose the right course
- Change courses, if they need to
- Progress into work, training, or higher education

WHAT CAN WE PROVIDE?

- Careers information
- Impartial, confidential advice and guidance
- Information about Further Education and university level courses
- Information about training and Apprenticeships
- Help in looking for and applying for jobs
- Help in applying for university
- Interview advice and preparation for university and employment interviews

Look out for special support sessions from local universities to help you with applying to university, personal statements, and finance, organised by your careers team throughout the year.

WHAT ELSE DO WE PROVIDE?

- Careers Library
- Job and Apprenticeship vacancies and labour market information
- KUDOS: a software program to help young people make career choices
- START: a software program to help young people make career choices.
- HE Prospectus library
- Support to access relevant website and digital platforms to help with job hunting, employability skills and university applications.

SUPPORT FOR PARENTS AND CARERS

If you have any concerns or questions about your child's future career, please contact careers@bmet.ac.uk, where trained professionals will be able to advise.

HOW CAN YOU GIVE US FEEDBACK ADVICE ABOUT OUR SERVICE?

- Complete our career surveys throughout the year
- Email careers@bmet.ac.uk

CAREERS TEAM AT BMET AND HOW TO CONTACT US

SUTTON COLDFIELD COLLEGE

- Katherine Newey
Room SC030
To book a careers appointment contact
T: 0121 446 4545 ext 5662
E: katherine.newey@bmet.ac.uk

JAMES WATT COLLEGE

- Dawn Killeen
Room JW152
To book a careers appointment contact
T: 0121 446 4545 ext 2286
E: dawn.killeen@bmet.ac.uk

ERDINGTON SKILLS CENTRE

To book a careers appointment contact

- Dawn Killeen
T: 0121 446 4545 ext 2286
E: dawn.killeen@bmet.ac.uk

MATTHEW BOULTON COLLEGE

To book a careers appointment contact

- Millie Weir
T: 0121 446 4545 ext 8513
(24hr message service)
E: milliecent.weir@bmet.ac.uk
or email careers@bmet.ac.uk

We look forward to meeting you and helping you make the decisions that are right for you.

SOME USEFUL WEBSITES AND INTERACTIVE PROGRAMS

RECOMMENDED FOR STUDENTS UNDER 19 YEARS OF AGE

- Start – www.startprofile.com Register and login.
A computer software program used to help you discover careers ideas
- Kudos – <https://kudos.cascaid.co.uk> and type in licence code b742nw and click on 'sign up'
A computer software program used to help you discover careers ideas
- <https://nationalcareers.service.gov.uk/> (Click on explore careers)
A careers database from National Careers Service
- www.gov.uk/apply-apprenticeship
A national database listing current vacancies and giving information about the range of apprenticeships

RECOMMENDED FOR ADULT STUDENTS

- nationalcareersservice.direct.gov.uk
A full on line and telephone careers information and guidance service. Careers Advice, including job profiles, CV and interview advice

FOR THOSE IN HIGHER EDUCATION OR CONSIDERING IT:

- prospects.ac.uk
The official UK graduate website

- ucas.com

To find out about applying to university and searching for degree courses

- www.gov.uk/student-finance

Details of government loans available to cover tuition fees and help towards your living costs whilst studying on Higher Education courses at university or college

FOR ALL STUDENTS:

- healthcareers.nhs.uk

Details of careers information and vacancies in the NHS.

WE WOULD LIKE YOUR VIEWS ABOUT THE CAREERS SERVICE TO HELP US DEVELOP

- Please send any comments, suggestions or complaints to:

Jenny North
Head of Careers & Employment
E: jenny.north@bmet.ac.uk

