

## **Southwark College's Youth, Employment & Skills Hub (YES Hub) Activities**

The Southwark College's Youth, Employment & Skills Hub (YES Hub) is situated at the front of the college and is a one-stop shop for a multitude of support services.

The Hub offers a range of practical services to help you with progressing your career, including writing CVs, searching for jobs and practicing for interviews. Additional information services include advice on housing, benefits, careers, setting up your own business and mental health.

The Youth, Employment & Skills Hub (YES) Hub also offers a four-week Skills 4U Programme, which requires a commitment for three days a week and does not impact on benefit claims.



## Youth, Employment & Skills Hub - SKILLS 4 U PROGRAMME

	TIMES	Monday	Tuesday	Wednesday
Week 1	10.00am-1.00pm	<b>Induction</b> Positive Mindsets	<b>CV Writing:</b> Make the most of your CV 1:1 Mentoring & Coaching	<b>Introducing the project Interview Techniques</b> Tailored techniques for Interviews
	1.30pm-4.30pm	<b>Job Applications:</b> Applying for the best Jobs	<b>Health Activity:</b> Sport, Health or Music workshop	<b>Workshop 1:</b> What is Kickstart, how do I apply?
Week 2	10.00am-1.00pm	<b>Positive Mindsets</b> Presentation skills for the workplace	<b>CV Writing:</b> Make the most of your CV	<b>Applying for Jobs:</b> Techniques for completing application forms
	1.30pm-4.30pm	<b>Multimedia &amp; Digital Skills development</b>	<b>Health Activity:</b> Sport, Health or Music workshop	<b>Workshop 2:</b> Entrepreneurship Skills (Setting up a Business)
Week 3	10.00am-1.00pm	<b>Positive Mindsets:</b> STAR Technique	<b>Interview Techniques</b> Tailored techniques for Interviews	<b>CV Writing:</b> Make the most of your CV
	1.30pm-4.30pm	<b>Workshop 4</b> Career Advice & Mentoring	<b>Health Activity:</b> Sport, Health or Music workshop	<b>Workshop 3:</b> All you need to know about Apprenticeships
Week 4	10.00am-1.00pm	<b>Positive Mindset:</b> Working in a team	<b>Workshop 5:</b> Career Advice & Mentoring	Presenting your final project
	1.30pm-4.30pm	<b>Multimedia &amp; Digital Skills development</b>	<b>Health Activity:</b> Sport, Health or Music workshop	<b>End of programme celebration</b>



## Weekly Drop in Sessions

Weekly	Course Title	Content	Duration	Times
Monday	Digital Upskilling drop in session	Zoom, Google Drive and Teams. IT for Beginners	3 hours	1.30pm-4.30pm
Wednesday	Weekly Initial Assessments	Maths and English Initial Assessments – to help decide which courses are suitable	2 hours	10.00am & 2.00pm
Monday	121 sessions	Careers, Progression routes, & Counselling	1 hour	TBC
Wednesday	Career workshop	Short talks from a range of employers and local professionals such as Guys & St Thomas Hospital & Anjuna Beats.	1-2 hours	TBC
Friday	All you need to know about: Apprenticeships, Kickstart etc.	What is an Apprenticeship, experience from current and past apprenticeships, what do employers look for?	2 hours	TBC
Friday	Business Start Up	How to set up your own business, complete tax returns, explore business ideas. Meet young professional entrepreneurs. Pop-Ups	3 hours	TBC
Friday	Employability sessions	CV writing, interview techniques, goal setting, Positive mindset, applications systems and processes.	4 hours	10.00am-2.00pm