

# WORK EXPERIENCE AT FRANKLIN

#SEEYOURFUTURE

# Meet THE TEAM

At Franklin we have a sector leading dedicated Centre for Professional Development with a team of careers and employability specialists. Our role is to support you so that you leave college making the right choice and progress to a positive destination. We work very closely with industry and university professionals to support you throughout your college journey and beyond.

We offer tailored individual careers advice, support with university and job applications, a range of enrichment opportunities, work experience, internships and organise a programme of careers and employability events throughout the academic year. This includes our annual STEM and Progression event and our Your Future day, all working with local businesses and universities so you gain a better insight into local industry and interact with a range of universities across the country.

We run programmes that benefit a vast number of our students including, Career Ready (STEM, business, law and health & social care), High Flyers (Russell group and Oxbridge applicants), Teaching Academy (in partnership with BGU for aspiring teachers), Future Medics (in partnership with HYMS and Lincoln Medical School) and our Franklin Leadership Academy.

We are a team that work together to support you and are always happy to help!



# What is **WORK EXPERIENCE?**

Work experience is a great opportunity to learn about a job or an area of work. You will use skills that you might not even know you have and develop new skills that will help you work better with other people now and in the future.

Most employers also consider volunteering work, work shadowing or internships as work experience.

**Work experience rates highly amongst young people as one of the best ways to gain practical understanding of a work environment!**

## **What work experience can I do at Franklin?**

- **Industry Placement:** Students spend half or a full day in industry each week during term time at one business. These provide technical and sector specific skills.
- **Industry Visits:** Trips to companies in specific industries where you get a tour of the workplace and a chance to ask questions.
- **Block Work Placements:** This is where you spend 1 - 4 weeks with one employer learning all about a specific job.
- **Job shadowing:** This involves the observation of a competent employee at work for a short period of time.
- **Summer Programmes:** This is where you spend a few weeks working in either a specific role or a few different roles to build your knowledge of a company or industry during school breaks.



# Why do **WORK EXPERIENCE?**

- 1.** Young people are more likely to be successful in their job hunt if they have done some work experience. Over half of the graduate recruiters that took part in a research study by Highfliers said that, “graduates who have had no previous work experience at all are unlikely to be successful during the selection process and have little or no chance of receiving a job offer for their organisations’ graduate programmes.”
- 2.** If you haven’t got a clue what career you want to do, work experience is a perfect way to sample some of the career options out there. It’s a way of exploring different jobs without actually committing long term to anything.
- 3.** It’s a great way to get a real sense of your chosen industry. You’ll get to speak to employees and ask them questions. You won’t know what it’s like until you get closer to the action. It may not give you time to develop job-specific skills but it can give you an insight into the work involved as well as finding out from employers what they expect from their employees.
- 4.** Doing work experience shows passion and interest. Evidence that you have done work experience shows the employer or university that you are motivated to get into a chosen career and that you’ve done your homework. It looks great on your CV or personal statement. Work experience can set you apart from the crowd.
- 5.** If you’re unsure what to do about your career, work experience might help you find something you are passionate about and get motivated. Find out what inspires you.
- 6.** Work experience gently introduces you to the world of work. You get to learn the do’s and don’ts, get work place savvy and learn to navigate your way through the jungle of office politics.

**7.** Vitally, work experience will give you an idea of the skills you might need to thrive in the workplace. It will give you increased self-understanding, maturity, independence and self-confidence. You can use your work experience as a time to build your soft skills. Employers look for employees who can show that they are trustworthy and reliable, good communicators and team players, able to solve problems, willing to learn new things and able to adapt and 'bounce back' when things do not go to plan. These soft skills are common skills that are not specific to any one job but useful for most. You can learn and practise these skills in any workplace.

**8.** It'll help you identify your own skills and perhaps even highlight the areas that you might want to work on.

**9.** You might wow them so much that you'll manage to wrangle yourself a job! Work experience provides an opportunity for organisations to try out prospective candidates and it's well known that most employers consider their pool of interns first when hiring for full-time positions. It's a particularly valuable tool for smaller companies, which don't have the budget for big recruitment drives. So be proactive – if you're interested in a company, get in touch.

**10.** It's all about networking. It'll help you build up contacts and, you never know, they might even give you a heads up about a future job or recommend you to another company. It's also a great way of gaining a reference for your CV.

**'Whilst a qualification makes you employable, recruiters favour candidates who are work-ready. There's no substitute for getting out there, observing how business is conducted, working as part of a team, even simple stuff like finding out whether or not you enjoy an office environment.'**

– Patrick Burge, mentor and business advisor across several industries

# How to get the most out of **WORK EXPERIENCE?**

Demonstrate your self-management and planning skills, be punctual, well presented and participate. Listen and pay attention, demonstrate initiative and great communication skills. Don't just wait for things to do, ask for them!

**Ask Questions** - Speak to your team about their own career journeys. What did they study? How did they get started in their job? What would they do differently? Learn as much as you can!

**Seek Feedback** - We all have strengths and weaknesses - utilise your work experience to start finding out what yours are so you can work on them! Ask for feedback from everyone you work with, so you'll be ready for your next opportunity.

If the work experience placement isn't what you wanted but is the only one available, or isn't what you expected, then there are still things you can learn from the experience. What did you enjoy or not enjoy, what were you good at? Did you meet anyone whose job you would like to do? Did you identify any strengths you have or training you need to do? Would you want to work in that job or industry, or has it highlighted a different job or industry you may want to investigate? You need to be flexible and willing to adapt to new circumstances.





# How to get **WORK EXPERIENCE?**

Here at Franklin we have a whole team dedicated to careers and employability at our Centre for Professional Development (CFPD).

You are able to get more information on your chosen career and the pathway to get there. If you don't know what you want to do we can help you identify ways to find out.

We also have contact with most local businesses and a bank of work experience placements you can apply for, plus internship opportunities.

For more information and to find what available opportunities there are come to the Centre for Professional Development.



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