



Working Skills Day Facilitator Guidance Notes

WHAT IS A WORKING SKILLS DAY?

ORT JUMP will be providing Working Skills Day Programmes as part of their Employability Skills provision for schools. They will be held in different schools and will be offered to either a whole year group or a smaller targeted audience of between 40-60 students.

WHAT DO WE NEED FROM YOU?

- We require a range of experienced professionals from different careers and industries to deliver a short workshop/session to students.
- Each session will last between 45 minutes to an hour and each facilitator will be delivering 2 sessions with a break in the middle - to give students opportunities to network with all the professionals present, asking questions and perhaps discussing possible career paths.

WHAT ARE THE POSSIBLE SESSIONS AND TASKS BEING PROVIDED?

- Strategic Planning** – Maximising funds in a failed company
- Creating Partnerships** – Set up a partnership with your favourite App
- Collaborative Working** – Design a marketing campaign for... (facilitator to choose)
- Influencing People** – Pitch an new children's book
- Decision Making** – Investing 10% of a billion pound pension fund
- Creative Thinking** – Raising £100,000
- Negotiation (Master the Art of Negotiation)** – Selling or buying an item

WHAT IS THE FORMAT OF THE DAY?

- Facilitators arrival - ORT Staff to welcome professionals
- ORT to introduce the day to the students
- Students to be allocated their first session and proceed to that workshop with their facilitator
- Each facilitator to introduce themselves to their group (of between 10 and 20 students) and share their own work journey
- Each facilitator to deliver their workshop
- After completing workshop, students to be encouraged to discuss their experience and ask questions to their facilitator
- All pupils brought back together for a short break/snack and opportunities to network with professionals
- Students to be allocated their second session and proceed to that workshop with their facilitator
- Facilitator to follow the same process and deliver their second session
- After second session, all pupils brought back together for reflections and to complete feedback forms
- Thanks to all professionals and the school staff for supporting the delivery of this Working Skills Day

