



# WHO ARE SKILLS JERSEY?

Skills Jersey (previously known as Careers Jersey, Trident, Trackers and Student Finance) have been brought together, by the Education Department, to create a centre of excellence with clear links connecting education and life-long learners with industry.



## Learning through work:



Whether it is mentoring apprentices through employment and training or coordinating work placement and shadowing schemes, Skills Jersey supports Islanders to make informed decisions leading to their future employment.

## Connect with Education:



Offering links between schools, colleges, universities, industry and other education training providers, Skills Jersey is the hub where industry and education can work together to benefit the local community.

## Careers Guidance:



The Careers Guidance team offer free, confidential and impartial career guidance, support and inspiration to people of all ages including school pupils, sixteen plus students and adults.

# OPPORTUNITIES FOR 6<sup>TH</sup> FORM/POST 16

Do you have the skills higher education and employers are looking for? If you don't you could miss out on that place at your preferred university or your dream job.

There are a number of schemes and events available for you to participate in throughout the next two years that will help you collect those essential skills and allow you to learn about jobs and industries you are interested in and those you might not have thought of.

Schemes and opportunities include:



## **Entrepreneurship**

Young Enterprise



## **Work Shadowing Schemes**

Leadership / Marketing / Engineering and Construction / Digital / Hospitality



## **Legal Profession**

Ogier law placement programme and Baker and Partners Advocacy competition



## **Health**

Medical insight days and road shows



## **Teaching**

Teaching insight days



## **Finance**

BASE game and life in finance



## **Political Debating**

The Commonwealth Youth Parliament / Rotary Peace Programme

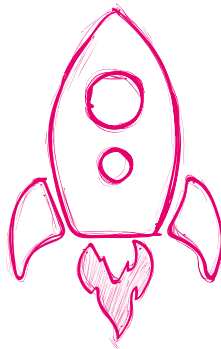
# LEARN ABOUT YOUNG ENTERPRISE

Learn about business, run your own company, have fun and make money.

Work with a group of students from across all of the Island's secondary schools, where you will be guided by business mentors from local companies. It's a useful opportunity to make important contacts for future employment and a unique work related learning experience on your CV / UCAS personal statement.

You will apply for a role within your company and will learn from the experts exactly what that involves. You will meet weekly at the offices of your Young Enterprise company's business advisers (usually for 1-2 hours on a Tuesday, Wednesday or Thursday evening).

You will be required to put in extra time to produce, market and sell your product or service (allow up to four hours a week for this).

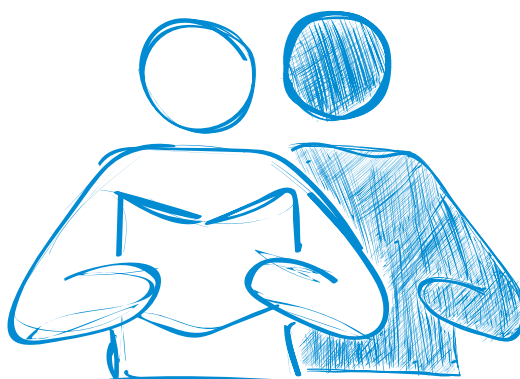


When can I apply?	When does the scheme run?	How do I apply?	Will I have help?
The scheme will be launched in schools and colleges during the Autumn term of Year 12	The schemes will run between September and May	Submit an application form	Each Young Enterprise company will be assigned to an adviser company, these include firms such as Barclays, G4S, RBC, Seymour Group etc.

For more information email: [d.midgley@gov.je](mailto:d.midgley@gov.je)

# SCHEMES FOR WORK SHADOWING

**Work shadowing** allows students to follow a member of staff (usually at managerial level) from three to five days. The student will experience day-to-day activities of a person working within a particular industry. This is a fantastic opportunity to experience the realities of working life, make contacts for the future and gain industry insight. Work shadowing also provides a unique work related learning experience which can feature on CV's and UCAS personal statements.



Application Process	The Interview Panel	Who can I shadow?	When can I shadow a manager?
The scheme will be launched in schools and colleges during January of Year 12. Complete an application form for the scheme you would like to participate in. You will be invited to attend an interview with industry professionals	The panel members are friendly and will give you constructive feedback on your performance during the interview as well as your CV and covering letter. This is a unique opportunity – it will not happen after a real job interview.	Skills Jersey works closely with a number of Industry Representative Bodies. These organisations are tasked with finding suitable shadows to match the student's area of interest.	During a school holiday – May half-term, Activity Week at the end of the summer term or the summer break.

Work Shadowing is not work experience

# CURRENT SCHEMES FOR WORK SHADOWING



## WORK SHADOWING LEADERSHIP & MANAGEMENT

**Institute of Directors (Yr 12)**

The IoD work shadow scheme is a competitive scheme and only students who are successful at interview will be allocated to an IOD shadow. Students are required to complete a project on leadership and management and compete for the IoD student of the year.

### **Shadow a senior manager for five days**

Experience a realistic job application process including a panel interview by business professionals, while learning what qualities are required for leadership in any industry or profession (including medicine). This is a prestigious scheme which gives students the opportunity to shadow directors at the highest level.

### **How do I apply?**

Submit your CV and covering letter (we will arrange workshops to help you complete these).

**For more information email: [d.midgley@gov.je](mailto:d.midgley@gov.je)**



## WORK SHADOWING MARKETING & DESIGN

**Chartered Institute of Marketing (Yr 12, 13 & Undergraduate)**

Experience a realistic job application process including a panel interview by marketing professionals and learn about working in the creative industries – marketing, design, PR and advertising.

### **How do I apply?**

Submit an application form and enclose your CV. Bring along a portfolio of your work to your interview.



## WORK SHADOWING CONSTRUCTION & ENGINEERING

Jersey Construction Council (Yr 12 & 13)

Experience a realistic job application process including a panel interview by construction professionals and learn about working within construction professions in architecture, civil engineering, quantity surveying etc.

### How do I apply?

Submit an application form and enclose your CV.



## WORK SHADOWING HOSPITALITY

Jersey Hospitality Association (Yr 12 & 13)

Experience a realistic job application process including a panel interview by hospitality professionals and learn about working within the hospitality industry in areas such as hospitality management, event management, restaurant management, attractions etc

### How do I apply?

Submit an application form and enclose your CV.



## WORK SHADOWING DIGITAL

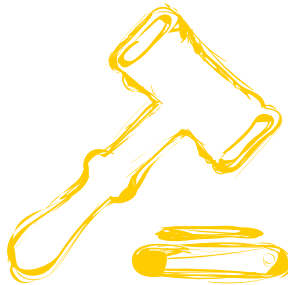
Digital Jersey (Yr 12 & 13)

Experience a realistic job application process including a panel interview by digital professionals and learn about working within the digital industry in analytics, network engineering, web development, e-commerce, software development etc.

### How do I apply?

Submit an application form and enclose your CV.

# OPPORTUNITIES IN THE LEGAL PROFESSION



## (Yr 12 & 13)

### Ogier A-Level Legal Placement Programme

This programme runs over 3 days during the October half-term and is aimed primarily at Year 12 students. It is designed to give students an insight into working at Ogier and a career in law.

During the programme students take part in a 'mock trial.' Each student has a role to play and this gives experience working as a team and an understanding of how the legal process works. Students also have an opportunity to hear from a variety of lawyers to gain an understanding of Ogier's approach, technologies and to show some of the different areas of law that the firm specialises in. Over the 3 days there will be opportunities to meet and hear about the experiences of some paralegals, current trainees or newly qualified Solicitors.

The programme is interactive and gives students a chance to experience working within a legal environment. Dress down is welcome (it is Ogier's company policy). As a result of the programme Ogier hopes to establish working relationships with students who might be interested in progressing onto the Bursary scheme and local Trainee Solicitor programme.

For more information contact Carla or Harriett at [recruitment@ogier.com](mailto:recruitment@ogier.com)

## (Yr 12 & 13)

### The Baker & Partners Youth Advocacy Competition

The Baker & Partners Youth Advocacy Competition is an annual competition open to all sixth form students in Jersey. The aim is to provide those considering studying law at university or a legal career with an introduction to analytical and practical advocacy skills.

The competition gives participants the opportunity to act as prosecution and defence advocates in a variety of court scenarios, competing against other Island sixth formers. Baker & Partners provide briefing materials and guides to competitors before each round. The competitors are judged on their delivery, clarity, confidence, preparation and legal understanding.

For more information contact: [louisemcnee@bakerandpartners.com](mailto:louisemcnee@bakerandpartners.com)



# OPPORTUNITIES IN FINANCE



## (Yr 12)

### ICAEW – BASE Game

The Institute Chartered Accountants in England and Wales (ICAEW) coordinate the Business, Accountancy, Skills, Education game. Known as the BASE game.

BASE is an excellent opportunity for students to learn more about careers in business & finance, adding depth to your CV and sharpening your interpersonal skills. Previously schools would enter a team of 6 students who would be presented with information about a business scenario. The challenge for students would be to assess, analyse, debate and present recommendations to a panel of judges. The regional winners of the competition would then compete in the National finals.

The Base Game is now “online” running to a similar type of format, with the added advantage of allowing more opportunities for schools to enter more teams. There are now more prizes available for students, teachers and schools.

For more information and details of how to register, please see the below link:

<https://careers.icaew.com/en/campaigns/base-competition/the-evolution-of-base>

## (Yr 12 & 13)

### Life in Finance - Jersey Finance

Life in Finance is Jersey Finance’s annual work experience scheme for year 12 students who are interested in the finance industry. It offers students either a one or two week work placement within a member firm in order to gain an overview of the industry and acquire valuable knowledge and experience for the duration of the placement.

The scheme has proven beneficial in bringing A-Level students and finance professionals together, with this year’s scheme seeing 39 students allocated work placements with 27 member firms and we are confident that this year’s scheme will be just as successful.

If you would like to take part in Life in Finance, please contact Amari Hernandez at [amari.hernandez@jerseyfinance.je](mailto:amari.hernandez@jerseyfinance.je).

# OPPORTUNITIES IN POLITICAL DEBATING



## (Yr 12 & 13)

### Commonwealth Youth Parliament

The Commonwealth Youth Parliament (CYP) is held every year in a different Commonwealth country. One young person from Jersey is selected to attend every year. Applicants must be between the ages of 18 and 29; be a citizen of a Commonwealth country and ordinarily reside in Jersey; be confident and articulate enough to take an active role in debates and other proceedings in the Youth Parliament; have an interest in the Commonwealth and political affairs and have a good knowledge of how Jersey is governed so that he or she can explain this to colleagues during the event.

More information can be found at: [www.cpahq.org](http://www.cpahq.org)

## (Yr 12 & 13)

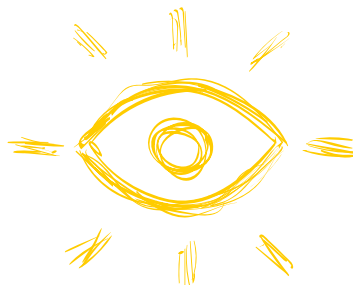
### Rotary Peace Programme

The Rotary Club of Jersey sponsors students to participate in the annual PeaceJam Conference held at Winchester University over a weekend in March.

Rotary also provides opportunities to engage with other schools in the Rotary Student Peace Debate held in the States Chamber each autumn under the direction of the Chief Minister. Students are also enabled to develop their skills in recording and live broadcasting on BBC Radio Jersey and to present their experiences to public audiences.

For more information email: [tony@allchurch.je](mailto:tony@allchurch.je)

## INSIGHT DAYS: HEALTH



**(Yr 11 &12)**

Brighton & Sussex  
Medical Road Show

The BSMS Road Show provides advice and guidance focusing on medicine and life as a medical student. Activities will include taster lectures on anatomy and the human body, clinical skills, ethics, and more. Additional sessions will focus on the UCAS process along with useful tips for what is needed to submit a strong application for medicine. Sessions are led by the BSMS Admissions Tutor, assisted by current medical students. The road show takes place during the summer holiday.

**There is a charge for this event.**

**(Yr 12)**

Insight into Medicine

Presentations include information on radiology, psychiatry, paediatrics and general practice. Students will have the opportunity to visit hospital departments including accident and emergency, obstetrics, gynaecology and the physiotherapy department. Attendees also get to meet current medical students who they can discuss the profession with in more detail.

The 3 day Insight into Medicine course is an opportunity for students interested in a medical career to have a better understanding of what it is like to work within a multi-disciplinary team, and in general gain a better overview of the profession.

**(Yr 12)**

Insight into Nursing

Insight into Nursing morning gives an overview of the nursing services on island, there are also specific presentations which include the role of an A&E nurse, ITU nurse, theatre nurse, mental health nurse and student nurse. Skills required to become a nurse are explored including demonstrations.

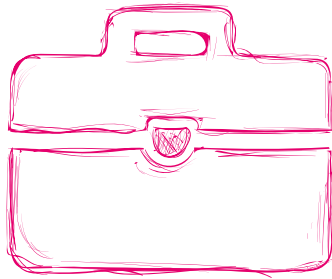
**(Yr 12)**

Insight into Midwifery

The midwifery insight day offers the opportunity to discover through interactive sessions and lectures whether midwifery might be the right career choice for you by understanding what it means to be a midwife, gaining valuable information about the demands of the midwifery degree course and student life and how to prepare for the application process.

**To register your interest in any of these opportunities please give your name to your Careers Teacher at school or college specifying which year you are in.**

# SCHEMES FOR WORK EXPERIENCE



## **(Yr 12 & 13)**

### **Health & Social Services Dept.**

Health & Social Services offer a wide range of work experience placements for students wishing to follow a medical based careers. Students must be 17 years of age when they start their placement which will take place out of school term time.

**To register your interest please give your name and details of the career pathway that you wish to pursue to your Careers Teacher at school or college.**

## **(Yr 12 & 13)**

### **Insight into Teaching**

Delivered by Brighton University these half day sessions cover both primary and secondary education. The Insight into Teaching day will cover everything you need to know about the teaching profession. Students will gain up-to-date knowledge about current challenges and best practice within the teaching profession. Support is also given around making strong applications to university, specific advice on personal statements and interview tips. Information on what admissions tutors are looking for in candidates will also be covered.

For more information contact: [skillsjersey@gov.je](mailto:skillsjersey@gov.je)

# UPCOMING SKILLS JERSEY EVENTS

1

## March Higher Education Fair

This event gives you the opportunity to talk to exhibitors on over 60 stands; ranging from universities (from the UK, on-Island and overseas), training providers, gap-year specialists.

2

## October Jersey Skills Show

At the Jersey Skills Show, we aim to bring skills to life and give attendees the chance to learn about education, training and opportunities in an engaging and inspiring way.

## FOR FURTHER INFORMATION CONTACT US



01534 449 440



[skillsjersey@gov.je](mailto:skillsjersey@gov.je)



[fb.com/skillsjersey](https://fb.com/skillsjersey)



[www.gov.je/  
skillsjersey](http://www.gov.je/skillsjersey)



[twitter.com/  
skills\\_jersey](https://twitter.com/skills_jersey)



# LIST OF BURSARIES OFFERED

- 01 AGGREGATE INDUSTRIES**  
Geology (only for students who attend Leicester University) | eddie.bailey@aggregate.com
  - 02 ANDIUM HOMES**  
Any area of study | bursary@andiumhomes.je
  - 03 APPLEBY**  
Any degree (must intend to return to Jersey to take up law) | ljames@applebyglobal.com
  - 04 BEDELL CRISTIN**  
Law | anna.ormsby@bedellcristin.com
  - 05 CAMERONS LIMITED**  
Construction | simon.silbernagl@camerons.je
  - 06 CAREY OLSEN**  
Law | jessica.blampied@careyolsen.com
  - 07 COLLAS CRILL**  
Law | recruitment@collascrill.com
  - 08 DAVID MILLER SCHOLARSHIP**  
Engineering, geology, geo-technical engineering, metallurgy or mine planning | recruitment@consmin.com
  - 09 DE LANCEY AND DE LA HANTY FOUNDATION LTD (BARON DE LANCEY)**  
Medical or law | La Grande, Route de la Cote, St Clement, JE2 6FT
  - 10 GEOMARINE AS/A-LEVEL BURSARY**  
Engineering or geotechnical | enquiries@geomarine.je
  - 11 GEOMARINE DEGREE BURSARY**  
Engineering or geotechnical industry | enquiries@geomarine.je
  - 12 HOWARD DAVIS FARM TRUST**  
Agriculture | 01534 851953
  - 13 JAMIE ROBERTS TRUST**  
(Open to St. Ouen residents only) | St. Ouen's Parish Hall, St Ouen
  - 14 JENNY CLARK MEMORIAL TRUST**  
Music | 5-7 La Motte Street, St Helier
  - 15 JERSEY CLIPPER BURSARY**  
Nautical | philipjeune@gmail.com
  - 16 JERSEY COMPETITION REGULATORY AUTHORITY (JCRA)**  
Economic, accountancy, business studies or law | louise.read@cicra.je
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- 17** **JERSEY ELECTRICITY**  
Engineering, preferably electrical, but mechanical also considered | [humanresources@jec.co.uk](mailto:humanresources@jec.co.uk)
- 18** **JT**  
Science, technology, engineering and maths | [careers@jtglobal.com](mailto:careers@jtglobal.com)
- 19** **JERSEY WATER** | [cheryl.kaye@jerseywater.je](mailto:cheryl.kaye@jerseywater.je)  
Engineering, water resources, management & conservation, environmental sciences, chemistry
- 20** **JOHN LOBB TRUST**  
Music | 10 Bel Royal Gardens, La Route de St Aubin, St Lawrence, JE3 1JU
- 21** **MORRIS BURSARY**  
Science subject (mathematics, physics, chemistry, biology & engineering) | [group@biopharmaspec.com](mailto:group@biopharmaspec.com)
- 22** **MOURANT OZANNES**  
Law | [students@mourantozannes.com](mailto:students@mourantozannes.com)
- 23** **OGIER**  
Law | [carla.jost@ogier.com](mailto:carla.jost@ogier.com)
- 24** **PERDURANCE PHILANTHROPY BURSARY SCHEME**  
Any area of study | [info@perdurance.org](mailto:info@perdurance.org)
- 25** **PORTS OF JERSEY**  
Merchant Navy Officer Cadetship
- 26** **ROYAL JERSEY AGRICULTURE & HORTICULTURE SOCIETY TRUST FUND**  
Agriculture | Royal Jersey Showground, La Route de Trinité, Trinity, JE3 5JP
- 27** **THE AVERIL PICOT TRUST SCHOLARSHIP AND THE BARREAU ART SCHOLARSHIP**  
Fine art or architecture | [info@societe-jersiaise.org](mailto:info@societe-jersiaise.org)
- 28** **THE JERSEY SOCIETY OF CHARTERED AND CERTIFIED ACCOUNTANTS**  
Accountancy | [secretary@jscca.org](mailto:secretary@jscca.org)
- 29** **THE LORD PORTSEA GIFT FUND**  
Armed forces and civil services | [studentfinance@gov.je](mailto:studentfinance@gov.je)
- 30** **THE OLIVE BROWN BURSARY**  
Performing arts | [tom@arts.je](mailto:tom@arts.je)
- 31** **THE PAUL BROWN MEMORIAL FUND**  
Music | [rodmcjjersey@gmail.com](mailto:rodmcjjersey@gmail.com)
- 32** **VOISIN LAW**  
Law | [emmastewart@voisinlaw.com](mailto:emmastewart@voisinlaw.com)

For the most up to date list of bursaries visit: [www.gov.je/studentbursaries](http://www.gov.je/studentbursaries)

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# WORK SHADOWING SCHEME

Institute of Directors

Jersey Construction Council

Jersey Hospitality Association

Chartered Institute of Marketing

Digital Jersey

Step into the shoes of professionals from a variety of industries

All Year  
12 Students

