

CAREERS PROGRAMME

Middlesbrough College and TTE





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FOREWORD

At Middlesbrough College and TTE, we offer courses from Entry Level to Level 6 covering all sectors of the economy and support 15,000 school leavers, adults, and apprentices to develop their skills, qualifications and industry experience each year.

We are committed to providing impartial information, advice and guidance on education, training, and employment opportunities to our prospective, current, and former learners. We believe that an offer of high-quality careers education, information, advice, and guidance ensures positive attainment for learners and raises learner aspirations.

This is vital in supporting young people and adults in their transition from education and supporting them to achieve their full potential, regardless of starting point or where they are on their journey.

Middlesbrough College Group has achieved 100% in all Gatsby Benchmarks and additionally, has strong links with industry and employer advisory boards that influence and feed into our curriculum designs to meet the local and national labour market needs.



The Careers Team is Matrix Standard accredited and we are registered CDI (Career Development Institute) professionals.

GATSBY BENCHMARKS

The table below details the Gatsby benchmarks which Middlesbrough College Group meets according to the monitoring body Tees Valley Combined Authority.

Gatsby Benchmark	Overview	Benchmark Met
1. A stable careers programme	Middlesbrough College Group has a stable and structured careers programme which is available to view on our website, including a comprehensive Thrive tutorial programme for full-time students.	Yes
2. Learning from career and labour market information	All students access and use information about career paths and the labour market to inform their own decisions on study options. Through the curriculum and careers services, they have access to high quality information about future study options and labour market opportunities.	Yes
3. Addressing the needs of each pupil	All students have access to high quality information about future study options and labour market opportunities at a time in the year that is best for them. The Middlesbrough College Group careers programme actively seeks to challenge stereotypical thinking and raise aspirations. We keep systematic records of the individual advice given to each learner, and subsequent agreed decisions. All learners have access to these records to support their career development. We collect and maintain accurate data for each learner on their education, training, or employment destinations.	Yes
4. Linking curriculum learning to careers	Throughout their programme of study (and by the end of their course) every student will gain knowledge and experience as to how their subject assists people gain entry to (and be more effective workers within) a wide range of occupations.	Yes
5. Encounters with employers and employees	Every student will gain 34 – 315 hours work experience dependent upon their course and level. We provide students with multiple opportunities to learn from employers about work, employment and the skills that are valued in the workplace. This is provided via a range of enrichment activities including visiting speakers, mentoring and enterprise schemes.	Yes
6. Experiences of workplaces	Every student has a minimum of 4 first-hand experiences of the workplace through work visits, work shadowing and/or work experience to help their exploration of career opportunities and expand their networks.	Yes
7. Encounters with further and higher education	By the end of their programme of study, every student has meaningful encounters with a range of providers of learning and training that may form the next stage of their career. This includes as appropriate, further education colleges and higher education, apprenticeship, and training providers.	Yes
8. Personal guidance	Every student will receive a one-to-one 45 minute impartial and confidential guidance interview with a careers adviser, who is either internal (a member of College staff) or external, but who is trained to an appropriate level. These interviews are available whenever significant study or career choices are being made for an individual.	Yes

CAREERS ENTITLEMENT

Middlesbrough College Group is committed to providing impartial information, advice and guidance on education, training, and employment opportunities to prospective, current, and former learners. We ensure high quality, timely, accurate and impartial careers education, information advice and guidance (CEIAG) is provided to support individuals make informed decisions about their next steps in order for them to achieve personal and economic well-being throughout their lives. A typical careers entitlement offer per learner will consist of:

- › A minimum of one 45 minute 1:1 careers interview with every student during their time at College or TTE
- › A meaningful and relevant work experience placement of between 34 and 315 hours dependent upon their course
- › A minimum of 4 relevant employer encounters per year
- › Vocational information, advice and guidance from curriculum staff at interview, enrolment and throughout their course
- › Careers education, advice and LMI sessions as part of their Thrive and 1:1 tutorial programme
- › Access to a range of sporting and non-sporting enrichment activities that enhance skills proved useful in the world of work
- › A 1:1 progression interview which formalises their next steps and tailored Thrive programme which include the following services depending on their intended destination:
 - › CV/interview skills workshops for those seeking employment or an apprenticeship
 - › Entrepreneurial support for those wishing to set out their own business
 - › UCAS and personal statement advice and support for those wishing to progress to Higher Education
 - › 1:1 apprenticeship guidance sessions for those seeking an apprenticeship



Industry Talks



Careers Events



1:1 Careers Interviews



Careers Fairs

WHAT IS INFORMATION, ADVICE AND GUIDANCE?

Information, Advice, and Guidance (IAG) are three key elements that help you make informed decisions about your future.

“Information” is all about getting the facts, like learning about different career paths, educational opportunities, or local services.

“Advice” involves personalised recommendations based on your situation; it could be a

teacher suggesting which courses might suit your interests and skills.

“Guidance” is more about support and direction over time, like a Careers Adviser helping you set goals and plan the steps to achieve them. Together, IAG ensures you have the knowledge, recommendations, and ongoing support to make choices that are right for you.

Throughout your journey in College, you will receive Information, Advice, and Guidance (IAG) at critical milestones to support your development and decision-making. This ongoing IAG ensures you are well-informed, advised, and supported at every step of your educational journey.

THE STUDENT LEARNER JOURNEY

How IAG is implemented at each step of the student's journey.

Contact in school



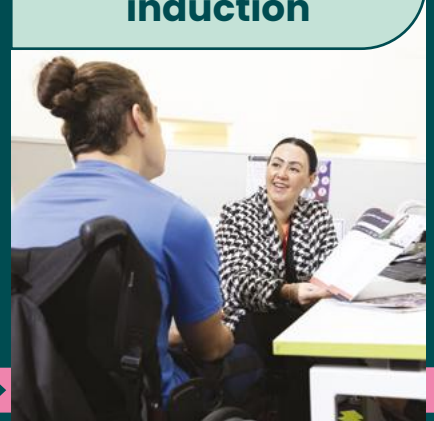
Primary STEM events
Year 8/9 tours
Year 10 discovery days
Year 11 taster days

Apply to College or TTE



Parent information sessions
Open Day visits
Website and publication information
Apply online
Interview on-site
Course fact sheets

Enrolment and induction



Advice before enrolment
Initial assessments
Course transfers
Induction information
Thrive programme commences to capture intended destinations

Enter workplace, apprenticeship or University



Advice for next steps



LMI
UCAS support
Skills assessments
Interview practice
Guidance sessions
CV preparations

Supported internships
Apprenticeship vacancy support

Key

- Schools Team
- Careers Team
- Teaching Staff
- Personal Tutors
- Employer Team

Main programme



Trips and visits
Course content related to careers
World skills and competitions
Back to industry week for staff

Industry speakers
Work experience / industrial placement

Thrive (Labour Market Information)
Careers and progression advice

Student Thrive programme



Industry speakers

Bespoke to levels and intended destination
Careers appointments (Labour Market Information)
Progression interview

WHAT CAN STUDENTS EXPECT FROM THE CAREERS TEAM?

We know that deciding what course to do can be a bit daunting. Our Careers Services is accredited by the Matrix Standard and our team of advisers are on hand to provide free Information, Advice and Guidance to students.

They can help you make the right decisions on your future career path before you come to College, whilst you are on your programme and when you are ready to leave us. Whether it's dreams of progressing into work, an apprenticeship or Higher Education, the Careers Team are fully qualified to provide support for individuals from a range of backgrounds into successful future opportunities.

Students can access the following support:

Higher Education

- Applying to University and UCAS support
- UCAS application checks
- UCAS personal statement support
- Higher education interview support
- UCAS clearing support
- Student finance support

Apprenticeships

- Apprenticeship advice and guidance
- CV support
- Mock interviews
- Jobsearch support
- Referrals to MC Apprenticeships and Training recruitment team

Employability

- CV support
- Jobsearch support
- Interview guidance/ mock interviews

Careers guidance - 1 to 1 support

- Career planning
- Career exploration and direction
- Education and training advice
- Enrolment support
- Progression options
- Course transfers
- Withdrawal advice
- Referrals to local authority careers team
- EHCP reviews

Meet the team



Zara Proudler – Careers Lead
z.proudler@mbro.ac.uk



Phil Green – Careers Adviser
pm.green@mbro.ac.uk



Vicky Willis – Careers Adviser
v.willis@mbro.ac.uk

Get in touch

Call 01642 333477
Email careers@mbro.ac.uk
Visit us at the Careers Centre
Monday – Thursday, 8:30am – 5:00pm
Friday, 8:30am – 4:30pm

THRIVE

Personal Development and Employability Skills Programme

The Thrive Personal Development Employability Skills Programme at Middlesbrough College Group is a comprehensive initiative designed to equip students with the necessary skills and knowledge to excel in life, learning, and work.

The Thrive programme focuses on holistic development, fostering not only academic prowess but also personal growth and professional readiness. It provides students with a robust foundation of essential skills such as communication, teamwork, problem-solving, and digital literacy, which

are highly valued in today's dynamic job market.

Moreover, the Thrive Programme emphasises the importance of self-awareness, resilience, and adaptability, encouraging students to become lifelong learners who can navigate the challenges of the modern world with confidence and agility.

By participating in this programme, students are given the opportunity to enhance their employability prospects, increase their self-efficacy, and ultimately, thrive in their chosen career paths. The Thrive

Programme is a testament to Middlesbrough College Group's commitment to fostering student success in all aspects of life.

In summary, the Thrive Personal Development and Employability Skill Programme is a transformative educational experience that prepares students for success in life, learning, and work, embodying the ethos of Middlesbrough College Group's dedication to student success.





EMPLOYER ADVISORY BOARD

At Middlesbrough College Group, we prioritise aligning our educational offerings with the ever-changing demands of the job market by actively collaborating with local and national employers through our Employer Advisory Boards.

These boards play a crucial role in helping us identify emerging skills shortages and industry trends, which in turn allows us to adapt our curriculum to meet both regional and national workforce needs.

By incorporating the insights and expertise of industry leaders, we ensure that our students are equipped with the relevant skills and knowledge needed to thrive in today's competitive job market.

Beyond curriculum development, our Employer Advisory Boards work closely with the College and TTE by participating in a range of activities designed to enhance student employability.

They attend careers fairs, deliver employer talks, and provide valuable work experience and apprenticeship opportunities.

This direct interaction with employers offers students an unparalleled opportunity to gain insights into their chosen fields, receive practical advice, and build professional networks.

The guidance and support provided through these partnerships are essential in preparing our students for successful careers, ensuring they are not only well-informed but also well-connected as they transition from education to employment.



CAREERS PROGRAMME

Whilst studying at Middlesbrough College and TTE, students will partake in a range of careers programme activities throughout each year of study.

We've worked alongside our academic colleagues and have taken guidance from the statutory guidance, CDI frameworks and Gatsby Benchmarks in developing a fully comprehensive careers programme, and we continue to also work alongside industry and

sector partners in its development to ensure our careers programme gives students the knowledge and skills to make a positive impact in the world of work.

PREPARATION FOR ADULTHOOD

Core Careers Curriculum

Producing a Professional CV

Duration: 1 hour

Delivered by: Thrive tutor

Gatsby Benchmark: 1, 2, 3, 4

In this session, students will learn:

- Why you need a professional CV
- What makes an excellent CV
- How to create a vocationally relevant CV

Using and Understanding Local Labour Market Information

Duration: 1 hour

Delivered by: Careers team

Gatsby Benchmark: 1, 2, 3, 4

In this session students will learn:

- What labour market information (LMI) is
- How to find LMI relating to the career you want

Job Search Skills

Duration: 1 hour

Delivered by: Thrive tutor

Gatsby Benchmark: 1, 2, 3, 4

In this session, students will learn:

- How to search for jobs using an effective approach
- Understand and use local labour market information
- Know what employers are looking for
- Identify their own strengths, skills and attributes

Writing a Professional Cover Letter

Duration: 1 hour

Delivered by: Thrive tutor

Gatsby Benchmark: 1, 2, 3, 4

In this session, students will learn:

- The purpose of a professional cover letter
- How to structure a formal cover letter
- What is appropriate vocabulary and formal language
- How to plan and write a cover letter

Preparing for Interview

Duration: 1 hour

Delivered by: Thrive tutor

Gatsby Benchmark: 1, 2, 3, 4

In this session students will learn:

- How to effectively prepare for an interview
- How to respond appropriately to interview questions
- How to create suitable questions to ask at interview
- Where to find job vacancies, volunteering opportunities and how to apply

Transitions and Progression Careers Fair

Duration: 1.5 hours

Delivered by: Careers team

Gatsby Benchmark: 1, 2, 3, 4, 5, 7

At this event, student will learn:

- Industry insights
- Develop networking skills
- Discover career opportunities
- Explore other further education options
- Understand employer expectations
- Application processes
- Gain an insight into company cultures
- Have access to range of support agencies

Enhancement Activities

Additionally, students have the opportunity to take part in the following activities:

- Enterprise activities
- Fundraising activities
- Volunteering opportunities
- Social action projects
- Enrichment
- Workplace visits
- Various enhancement sessions on Thrive
- JCP employability workshops
- Motivational speakers



Employer talks, motivational speakers will be added with details throughout the year as and when they take place. Each student group **MUST** experience a minimum of 4 employer talks/visits/careers fairs per year. Expectations are, whilst students are with us, they will take part in some form of social action and work experience. Students also have the opportunity to access at least one careers guidance appointment with the careers team during their journey.

ENTRY LEVEL

Core Careers Curriculum

Producing a Professional CV

Duration: 1 hour

Delivered by: Thrive tutor

Gatsby Benchmark: 1, 2, 3, 4

In this session students will learn:

- Why you need a professional CV
- What makes an excellent CV
- How to create a vocationally relevant CV

Writing a Professional Cover Letter

Duration: 1 hour

Delivered by: Thrive tutor

Gatsby Benchmark: 1, 2, 3, 4

In this session students will learn:

- The purpose of a professional cover letter
- How to structure a formal cover letter
- What is appropriate vocabulary and formal language
- How to plan and write a cover letter

Preparing for Interview

Duration: 1 hour

Delivered by: Thrive tutor

Gatsby Benchmark: 1, 2, 3, 4

In this session students will learn:

- How to effectively prepare for an interview
- How to respond appropriately to interview questions
- How to create suitable questions to ask at interview
- Where to find job vacancies and volunteering opportunities and how to apply

Introduction to Labour Market Information

Duration: 1 hour

Delivered by: Thrive tutor

Gatsby Benchmark: 1, 2, 3, 4

In this session students will learn:

- What labour market information (LMI) is
- How to find LMI relating to the career you want

Job Search Skills

Duration: 1 hour

Delivered by: Thrive tutor

Gatsby Benchmark: 1, 2, 3, 4

In this session, students will learn:

- How to search for jobs using an effective approach
- Understand and use local labour market information
- Know what employers are looking for
- Identify their own strengths, skills and attributes

What's Next? Progression Routes

Duration: 1 hour

Delivered by: Thrive tutor

Gatsby Benchmark: 1, 3

In this session, students will:

- Understand their options and different routes of progression following their current course
- Understand what support and resources are available to help manage career decisions



Enhancement Activities

Additionally, students have the opportunity to take part in the following activities:

- Enterprise activities
- Fundraising activities
- Volunteering opportunities
- Social action projects
- Enrichment
- Workplace visits
- Various enhancement sessions on Thrive
- Mock interviews
- Industry weeks
- Finance and budget sessions



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Entry Level

LEVEL 1

Core Careers Curriculum

Introduction to Labour Market Information

Duration: 1 hour

Delivered by: Thrive tutor

Gatsby Benchmark: 1, 2, 3, 4

In this session students will learn:

- What labour market information (LMI) is
- How to find LMI relating to the career you want
- How to carry out LMI research in relation to your industry sector or career choice

Producing a Professional CV

Duration: 1 hour

Delivered by: Thrive tutor

Gatsby Benchmark: 1, 2, 3, 4

In this session, students will learn:

- Why you need a professional CV
- What makes an excellent CV
- How to create a vocationally relevant CV
- How to review further actions needed to update your own CV

Writing a Professional Cover Letter

Duration: 1 hour

Delivered by: Thrive tutor

Gatsby Benchmark: 1, 2, 3, 4

In this session, students will learn:

- The purpose of a professional cover letter
- How to structure a formal cover letter
- What is appropriate vocabulary and formal language
- How to plan and write a cover letter

Introduction to Skills for Interviews

Duration: 1 hour

Delivered by: Thrive tutor

Gatsby Benchmark: 1, 2, 3, 4

In this session students will learn:

- How to effectively prepare for an interview
- How to respond appropriately to interview questions
- How to create suitable questions to ask at interview

Apprenticeships Explained Session

Duration: 1 hour

Delivered by: Nicole James from Northern Skills

Gatsby Benchmark: 1, 2, 3, 7

In this session students will learn:

- How apprenticeships work
- Where to register, search and apply
- Skills required, entry requirements and routes of progression
- Opportunities available

What's Next? Progression Routes

Duration: 1 hour

Delivered by: Thrive tutor

Gatsby Benchmark: 1, 2, 3

In this session students will:

- To understand their options and routes of progression following their current course
- To understand what support and resources are available to help manage career decisions



Job Search Skills

Duration: 1 hour

Delivered by: Thrive tutor

Gatsby Benchmark: 1, 2, 3, 4

In this session, students will learn:

- How to search for jobs using an effective approach
- Understand and use local labour market information
- Know what employers are looking for
- Identify their own strengths, skills and attributes

Enhancement Activities

Additionally, students have the opportunity to take part in the following activities:

- Enterprise activities
- Fundraising activities
- Volunteering opportunities
- Social action projects
- Enrichment
- Workplace visits
- Motivational speakers
- Various enhancement sessions on Thrive
- Mock interviews
- Industry weeks
- Finance and budget sessions



Employer talks, motivational speakers will be added with details throughout the year as and when they take place. Each student group MUST experience a minimum of 4 employer talks/visits/careers fairs per year. Expectations are, whilst students are with us, they will take part in some form of social action and work experience. Students also have the opportunity to access at least one careers guidance appointment with the careers team during their journey.

LEVEL 2

Core Careers Curriculum

Producing or Updating a Professional CV

Duration: 1 hour
Delivered by: Thrive tutor
Gatsby Benchmark: 1, 2, 3, 4

In this session, students will learn:

- Why you need a professional CV
- What makes an excellent CV
- How to create a vocationally relevant CV
- How to review further actions needed to update your own CV

Writing a Professional Cover Letter

Duration: 1 Hour
Delivered by: Thrive tutor
Gatsby Benchmark: 1, 2, 3, 4

In this session, students will learn:

- The purpose of a professional cover letter
- How to structure a formal cover letter
- What is appropriate vocabulary and formal language
- How to plan and write a cover letter

Improving and Practicing Effective Job Search Skills

Duration: 1 hour
Delivered by: Thrive tutor
Gatsby Benchmark: 1, 2, 3, 4

In this session, students will learn:

- Search for jobs using an effective approach
- Understand and use local labour market information
- Know what employers are looking for
- Identify your own strengths, skills and attributes

Preparing or Improving Interview Skills

Duration: 1 hour
Delivered by: Thrive tutor
Gatsby Benchmark: 1, 2, 3, 4

In this session, students will learn:

- How to effectively prepare for an interview
- How to respond appropriately to interview questions
- How to create suitable questions to ask at interview

Using and Understanding Labour Market Information

Duration: 1 hour
Delivered by: Thrive tutor
Gatsby Benchmark: 1, 2, 3, 4

In this session, students will learn:

- What labour market information (LMI) is
- How to find LMI relating to the career you want
- How to carry out LMI research in relation to your industry sector or career choice

Apprenticeships Explained Session

Duration: 1 hour
Delivered by: Nicole James from Northern Skills
Gatsby Benchmark: 1, 2, 3, 7

In this session students, will learn:

- How apprenticeships work
- Where to register, search and apply
- Skills required, entry requirements and routes of progression
- Opportunities available

Apprenticeship Expo Tue 9th Feb 2027 4:00pm – 6:00pm

Duration: 1 hour
Delivered by: Careers team
Gatsby Benchmark: 1, 2, 3, 4, 5, 7

At this event, students will be able to meet with various employers and providers about apprenticeship opportunities they are currently advertising, entry requirements and how to apply.

What's Next? Progression Routes

Duration: 1 hour
Delivered by: Thrive tutor
Gatsby Benchmark: 1, 2, 3

In this session, students will:

- Understand their options and different routes of progression following their current course
- Understand what support and resources are available to help manage career decisions

Enhancement Activities

Additionally, students have the opportunity to take part in the following activities:

- Enterprise activities
- Fundraising activities
- Volunteering opportunities
- Social action projects
- Enrichment
- Workplace visits
- Work experience
- Motivational speakers
- Various enhancement sessions on Thrive
- Mock interviews
- Industry weeks
- Finance and budget sessions



Employer talks, motivational speakers will be added with details throughout the year as and when they take place. Each student group MUST experience a minimum of 4 employer talks/visits/careers fairs per year. Expectations are, whilst students are with us, they will take part in some form of social action and work experience. Students also have the opportunity to access at least one careers guidance appointment with the careers team during their journey.

LEVEL 3 YEAR 1

Core Careers Curriculum

Preparing or Improving Interview Skills

Duration: 1 hour

Delivered by: Thrive tutor

Gatsby Benchmark: 1, 2, 3, 4

In this session, students will learn:

- How to effectively prepare for an interview
- How to respond appropriately to interview questions
- How to create suitable questions to ask at interview

Producing or Updating a Professional CV

Duration: 1 hour

Delivered by: Thrive tutor

Gatsby Benchmark: 1, 2, 3, 4

In this session, students will learn:

- Why you need a professional CV
- What makes an excellent CV
- How to create a vocationally relevant CV
- How to review further actions needed to update your own CV

Writing a Professional Cover Letter

Duration: 1 hour

Delivered by: Thrive tutor

Gatsby Benchmark: 1, 2, 3, 4

In this session, students will learn:

- The purpose of a professional cover letter
- How, plan, structure and write a formal cover letter
- What is appropriate vocabulary and formal language

Using and Understanding Labour Market Information

Duration: 1 hour

Delivered by: Thrive tutor

Gatsby Benchmark: 1, 2, 3, 4

In this session, students will learn:

- What labour market information (LMI) is
- How to find LMI relating to the career you want
- How to carry out LMI research in relation to your industry sector or career choice

Improving and Practicing Effective Job Search Skills

Duration: 1 hour

Delivered by: Thrive tutor

Gatsby Benchmark: 1, 2, 3, 4

In this session, students will learn:

- Search for jobs using an effective approach
- Understand and use local labour market information
- Know what employers are looking for
- Identify your own strengths, skills and attributes

Apprenticeships Explained Session

Duration: 1 hour

Delivered by: Nicole James from Northern Skills

Gatsby Benchmark: 1, 2, 3, 4, 7

In this session students will learn:

- How apprenticeships work
- Where to register, search and apply
- Skills required, entry requirements and routes of progression
- Opportunities available

Apprenticeship Expo Tue 9th Feb 2027 4:00pm – 6:00pm

Duration: 1 hour

Delivery: Sports hall

Gatsby Benchmark: 1, 2, 3, 4, 5, 7

At this event, students will be able to meet with various employers and providers about apprenticeship opportunities they are currently advertising, entry requirements and how to apply.

Higher Education Event Thu 22nd Apr 2026 11:00am – 2:00pm

Duration: 1 hour

Delivery: Pen area

Gatsby Benchmark: 1, 3, 7

In this session, students are able to speak to 20+ Universities and find out about Higher Education options, course information, entry requirements, student life, student accommodation and much more.

What's Next? Progression Routes

Duration: 1 hour

Delivered by: Thrive tutor

Gatsby Benchmark: 1, 2, 3

In this session, students will:

- Understand their options and different routes of progression following their current course
- Understand what support and resources are available to help manage career decisions

Thinking About Progressing to Higher Education?

Duration: 1 hour

Delivered by: Thrive tutor

Gatsby Benchmark: 1, 3

By the end of this session, students will understand what higher education is and the range of opportunities available, the benefits of considering higher education progression, the link between your current studies, attainment and links to HE study and the UCAS application system.

Enhancement Activities

Additionally, students have the opportunity to take part in the following activities:

- Enterprise activities
- Fundraising activities
- Volunteering opportunities
- Social action projects
- Enrichment
- Workplace visits
- Work experience
- Motivational speakers
- Various enhancement sessions on Thrive
- Mock interviews
- Industry weeks
- Finance and budget sessions



Employer talks, motivational speakers will be added with details throughout the year as and when they take place. Each student group MUST experience a minimum of 4 employer talks/visits/careers fairs per year. Expectations are, whilst students are with us, they will take part in some form of social action and work experience. Students also have the opportunity to access at least one careers guidance appointment with the careers team during their journey.

LEVEL 3 YEAR 2

Core Careers Curriculum

Improving and Practicing Interview skills

Duration: 1 hour

Delivered by: Thrive tutor

Gatsby Benchmark: 1, 2, 3, 4

In this session, students will learn:

- How to effectively prepare for an interview
- How to respond appropriately to interview questions
- How to create suitable questions to ask at interview

Higher Education Event

Tue 17th Nov 2026

11:00am – 2:00pm

Duration: 1 hour

Delivered by: Careers team

Gatsby Benchmark: 1, 3, 7

In this session, students are able to speak to 20+ Universities and find out about Higher Education options, course information, entry requirements, student life, student accommodation and much more.

An Introduction to University Finance

Duration: 1 hour

Delivered by: Thrive tutor

Gatsby Benchmark: 1, 3

From this session, students will be able to:

- Make an informed decision about progressing to University
- Understand the general cost involved in financing your University studies
- Understand how to pay for it
- Understand to pay back your student loan

Updating your Professional CV

Duration: 1 hour

Delivered by: Thrive tutor

Gatsby Benchmark: 1, 2, 3, 4

In this session, students will learn:

- Why you need a professional CV
- What makes an excellent CV
- How to create a vocationally relevant CV
- How to review further actions needed to update your own CV

What's Next?

Progression Routes

Duration: 1 hour

Delivered by: Thrive tutor

Gatsby Benchmark: 1, 2, 3

In this session, students will:

- Understand their options and different routes of progression following their current course
- Understand what support and resources are available to help manage career decisions

UCAS and Student Finance Introduction Session

Duration: 1 hour

Delivered by: Careers team

Gatsby Benchmark: 1, 3

In this session, students will learn about:

- What Higher Education is and the range of opportunities available
- Progression routes, courses and institutions
- The link between your current studies, attainment and links to HE study
- Financial support for HE
- The UCAS system, how to apply and tips for a good application and successful transition to HE

Apprenticeships Explained Session

Duration: 1 hour

Delivered by: Nicole James from Northern Skills

Gatsby Benchmark: 1, 2, 3, 4, 7

In this session students will learn:

- How apprenticeships work
- Where to register, search and apply
- Skills required, entry requirements and routes of progression
- Opportunities available

Apprenticeship Expo

Tue 9th Feb 2027

4:00pm – 6:00pm

Duration: 1 hour

Delivery: Sports hall

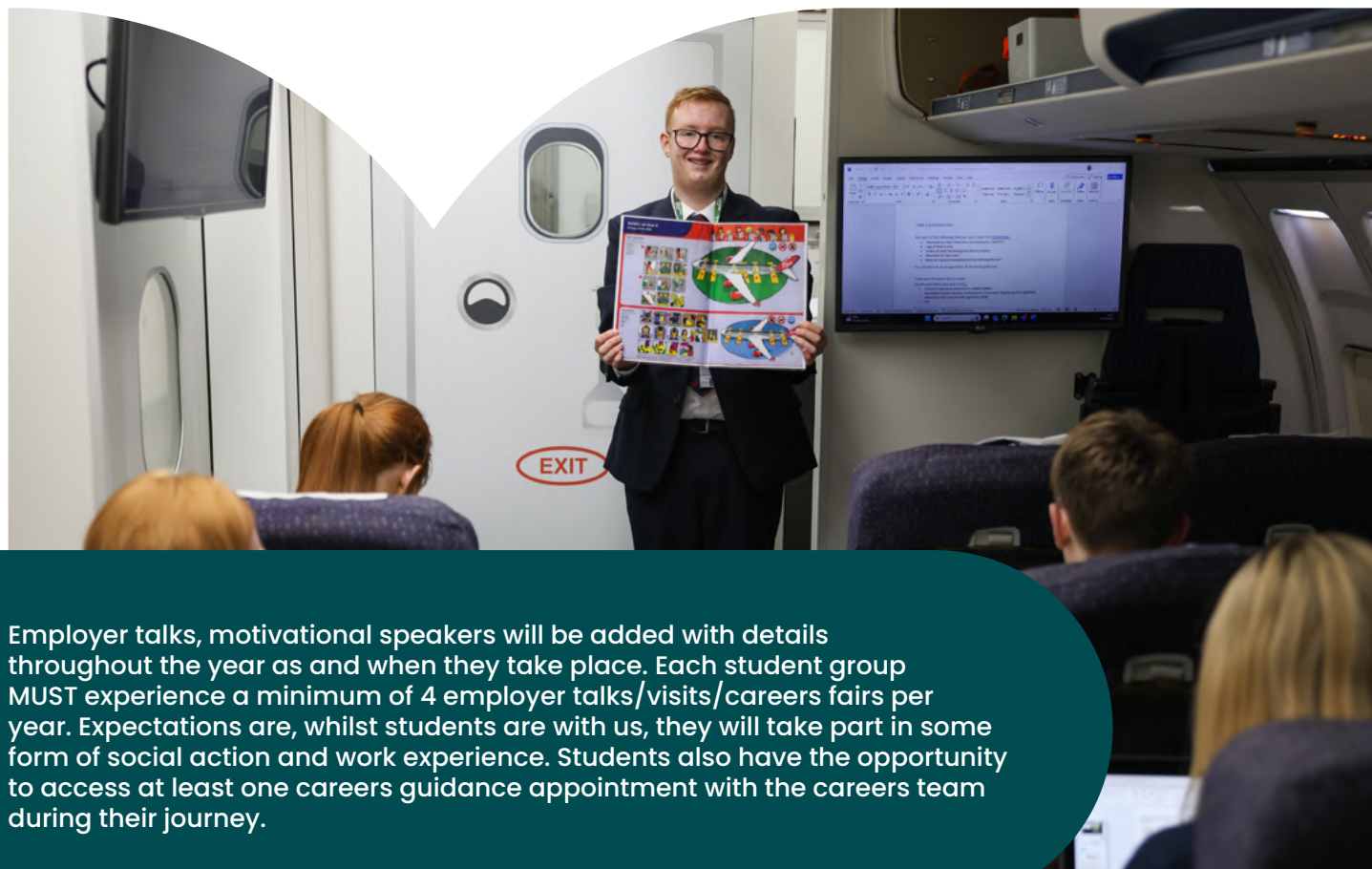
Gatsby Benchmark: 1, 2, 3, 4, 5, 7

At this event, students will be able to meet with various employers and providers about apprenticeship opportunities they are currently advertising, entry requirements and how to apply.

Enhancement Activities

Additionally, students have the opportunity to take part in the following activities:

- Enterprise activities
- Fundraising activities
- Volunteering opportunities
- Social action projects
- Enrichment
- Student finance information sessions
- Workplace visits
- Work experience
- Motivational speakers
- Various enhancement sessions on Thrive
- Mock interviews
- Industry weeks
- Finance and budget sessions



Employer talks, motivational speakers will be added with details throughout the year as and when they take place. Each student group MUST experience a minimum of 4 employer talks/visits/careers fairs per year. Expectations are, whilst students are with us, they will take part in some form of social action and work experience. Students also have the opportunity to access at least one careers guidance appointment with the careers team during their journey.

LEVEL 2 & LEVEL 3 APPRENTICES

Core Careers Curriculum

Producing or Updating a Professional CV

Duration: 1 hour

Delivered by: Thrive tutor

Gatsby Benchmark: 1, 2, 3, 4

In this session, students will learn:

- Why you need a professional CV
- What makes an excellent CV
- How to create a vocationally relevant CV
- How to review further actions needed to update your own CV

Preparing or Improving Interview Skills

Duration: 1 hour

Delivered by: Thrive tutor

Gatsby Benchmark: 1, 2, 3, 4

In this session, students will learn:

- How to effectively prepare for an interview
- How to respond appropriately to interview questions
- How to create suitable questions to ask at interview

Improving and Practicing Effective Job Search Skills

Duration: 1 hour

Delivered by: Thrive tutor

Gatsby Benchmark: 1, 2, 3, 4

In this session, students will learn:

- Search for jobs using an effective approach
- Understand and use local labour market information
- Know what employers are looking for
- Identify your own strengths, skills and attributes

Using and Understanding Labour Market Information

Duration: 1 hour

Delivered by: Thrive tutor

Gatsby Benchmark: 1, 2, 3, 4

In this session, students will learn:

- What labour market information (LMI) is
- How to find LMI relating to the career you want
- How to carry out LMI research in relation to your industry sector or career choice

Thinking About Progressing to Higher Education?

Duration: 1 hour

Delivered by: Thrive tutor

Gatsby Benchmark: 1, 3

By the end of this session, students will understand what higher education is and the range of opportunities available, the benefits of considering higher education progression, the link between your current studies, attainment and links to HE study and the UCAS application system.

What's Next? Progression Routes

Duration: 1 hour

Delivered by: Thrive tutor

Gatsby Benchmark: 1, 2, 3

In this session, students will:

- Understand their options and different routes of progression following their current course
- Understand what support and resources are available to help manage career decisions



Enhancement Activities

Additionally, students have the opportunity to take part in the following activities:

- Degree Apprenticeships vs University Workshop
- LinkedIn & Personal Branding Workshop
- Enterprise Workshop
- Money Management Session



Employer talks and guest speakers will be added with details throughout the year as and when they take place. Expectations are, whilst students are with us, they will take part in some form of social action. Students also have the opportunity to access at least one careers guidance appointment with the careers team during their journey.

Level 2 & 3 Apprentices

INFORMATION FOR PARENTS

We recognise the vital role that parents play in supporting their child's career choices and development. Your guidance, encouragement, and understanding can have a profound impact on the decisions your child makes during their time at College and beyond.

We understand that navigating careers options can sometimes feel overwhelming, which is why we are committed to providing you with the information and resources you need to feel confident in supporting your child's journey. By staying involved and informed, you help empower your child to make well-informed choices about their future.

To support this, we warmly encourage you to attend the careers events outlined in the calendar below. These sessions are designed specifically to provide parents with up-to-date information about different career pathways and opportunities available to students.

Attending these events will help broaden your knowledge and equip you with valuable advice and guidance to share with your child. Together, we can work as a team to ensure students are well-prepared and confident as they plan their next steps.

Parents events calendar

Please contact the careers team on careers@mbro.ac.uk for details on how to book on to events.

Date	Time	Event name
Tue 29th September 2026	5:30pm – 6:30pm	Higher Education and UCAS Intro Session
Thu 1st October 2026	5:15pm – 7.30pm	Open Event
Wed 7th October 2026	5:15pm – 7.30pm	Open Event
Sat 7th November 2026	9.30am – 12:00 noon	Open Event
Thu 3rd December 2026	5:15pm – 7:00pm	Open Event
Wed 20th January 2027	5:15pm – 7:00pm	Open Event
Tue 9th February 2027	2:00pm – 6:00pm	Apprenticeship Expo Event
Wed 10th February 2027	5.30pm – 6.30pm	Virtual Apprenticeships Info Session
Wed 10th March 2027	5:15pm – 7:00pm	Open Event
Wed 17th March 2027	5.30pm – 6.30pm	Student Finance Session
Thu 6th May 2027	5:15pm – 7:00pm	Open Event
Tue 15th June 2027	5:15pm – 6.30pm	Open Event

In addition to the careers events outlined in the calendar, it's important for parents to stay informed about the various pathways and opportunities available to their child throughout their time at College. Encouraging open conversations about career interests, exploring different industries together, and understanding the qualifications and skills needed can make a big difference.

Parents can also support their child by helping them develop key skills such as time management, goal setting, and resilience. Staying connected with college careers advisors and accessing online resources about apprenticeships, employment and University options will further empower parents to guide their child confidently through their career journey.



Description	Format
Overview of Higher Education options and UCAS apply	Online – Virtual
Our Open Events are the perfect opportunity to speak with experienced tutors and learn more about what we offer.	Onsite – Fair
Our Open Events are the perfect opportunity to speak with experienced tutors and learn more about what we offer.	Onsite – Fair
Our Open Events are the perfect opportunity to speak with experienced tutors and learn more about what we offer.	Onsite – Fair
Our Open Events are the perfect opportunity to speak with experienced tutors and learn more about what we offer.	Onsite – Fair
Our Open Events are the perfect opportunity to speak with experienced tutors and learn more about what we offer.	Onsite – Fair
Meet employers and industry reps	Onsite – Fair
Local apprenticeship opportunities explained – Meet the Northern Skills Apprenticeship Recruitment /Team	Online – Virtual
Our Open Events are the perfect opportunity to speak with experienced tutors and learn more about what we offer.	Onsite – Fair
Student finance, budgeting, scholarships	Online – Virtual
Our Open Events are the perfect opportunity to speak with experienced tutors and learn more about what we offer.	Onsite – Fair
Our Open Events are the perfect opportunity to speak with experienced tutors and learn more about what we offer.	Onsite – Fair

CAREERS EVENTS CALENDAR

Careers Guidance Appointment

Higher Education Options
Further Education Options
Employability Support
UCAS Support
Apprenticeship Options and Applications
Labour Market Information (given within every one to one careers appointment)
Progression Support
Enrolment Support
NEET Support

AUG SEP OCT NOV DEC JAN FEB MAR APR MAY JUN JUL Delivered by

Careers
Careers
Careers
Careers
Careers
Careers
Careers
Careers
Careers

Further Education Progression

What's Next? Progression Routes
Progression Interviews
Apprenticeships Explained
Get That Apprenticeship Event
Middlesbrough College Open Events
Year 10 Discovery Days
MC Connect Year 11 Taster Days

Thrive
Careers/Tutors
Careers
Northern Skills/Careers
Schools Team
Schools Team
Admissions/Tutors

Higher Education Programme

UCAS Student Drop-in Service
Higher Education Progression
University Interview Workshop
Budgeting for University
UCAS Application (Group Session)
Higher Education Apprenticeships Opportunities Workshop
UCAS Personal Statement Workshops
University Visits
University Interviews Masterclass
Higher Education Events
University Event
Student Finance Workshop

Careers/Tutor
Careers
Careers
Thrive
Careers
Careers
Careers
Careers/Tutors
Careers
Careers
Careers

Employability

Producing or Updating a Professional CV
Writing a Professional Cover Letter
Preparing or Improving Your Interview Skills
Using and Understanding Labour Market Information
Improving Your Employability Skills, STEAM Lab Activities
Creating a Positive Social Media Presence
Introduction to Presentation and Presenting Skills
Creating a Professional Digital Footprint
Business Start-up Workshop (Princes Trust)

Thrive
Thrive
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Thrive
Thrive
Thrive
Thrive
Thrive
Careers

Employer Engagement Programme

Employer Industry Talks / Demonstrations
Work Experience Programme
Industry Visits
Mock Interviews

Careers/Tutors
Work Experience
Careers/Tutor/Work Exp team
Careers

Personal Development

Skills Awareness
Enrichment Programme
Challenge Stereotypical Thinking
Motivational Speakers
Social Action Projects

Grofar
Student Engagement Team
Student Engagement Team
Careers/Student Engagement
Thrive/Student Engagement

Special Educational Needs and Disabilities

Preparation for Adulthood
Vocational Profiling
Education Health Care Plan
Work Placement
Careers Support
Employability Support

Inclusive Studies/SEND Coordinators
Inclusive Studies/SEND Coordinators
Inclusive Studies/SEND Coordinators
Inclusive Studies/SEND Coordinators
Careers
Careers

Parents

Parents Evenings
Virtual UCAS Parents Event
Virtual Student Finance Parents Event
Virtual Apprenticeship Information Event

Tutors
Careers
Careers
Careers

* Thrive courses are put into the different levels of learning. For example, if a student is currently on a level 1 course they would go onto the level 1 Careers Programme on Grofar and progress throughout their time at college to level 2 and then level 3 year 1&2.

Contact the Careers Team to make an appointment.

Email: careers@mbro.ac.uk
Call: 01642 333477

Opening times

Monday – Thursday: 8:30am – 5:00pm
Friday: 8:30am – 4:30pm

LABOUR MARKET INFORMATION

Understanding labour market information (LMI) is crucial for students as it enables informed career planning and decision-making. By knowing which industries and occupations are growing or declining, students can align their education and training with market demands, ensuring they acquire relevant skills that enhance their employability.

This knowledge also helps students tailor their job search strategies, focusing on sectors and regions with higher employment opportunities, and identifying skill gaps they need to fill to remain competitive in the job market.

Additionally, a grasp of LMI fosters economic literacy and adaptability, allowing students to navigate economic trends and industry shifts proactively. They can set realistic career goals, target their networking efforts effectively, and position themselves for emerging opportunities.

Understanding labour market conditions also emphasizes the importance of lifelong learning, encouraging students to continuously update their skills to stay current with industry changes, thereby enhancing their overall career resilience and success.



Where can you find Labour Market Information?



Tees Valley Combined Authority
teesvalley-ca.gov.uk



LMI for All
lmiforall.org.uk/explore_lmi



Where the work is
wheretheworkis.datamade.us



North East evidence hub
evidencehub.northeast-ca.gov.uk



Career Smart
careersmart.org.uk



Pathways
mbro.ac.uk/career-choice

Skills employers are looking for:



LABOUR MARKET INFORMATION

MIDDLESBROUGH

Data sourced
Office for
National Statistics

POPULATION OF

143,900

NUMBER OF PEOPLE EMPLOYED

57,300

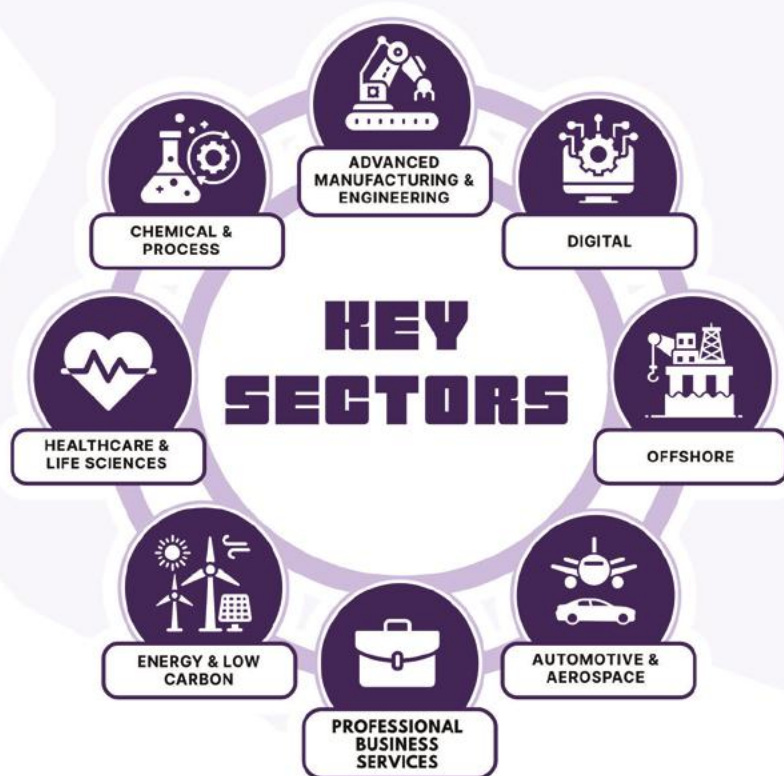
TOTAL NUMBER OF BUSINESSES

3,410

COMPANIES ACROSS THE REGION



WHERE ARE THE MOST JOBS?



HUMAN HEALTH & SOCIAL WORK

18,000

WHOLESALE & RETAIL TRADE

8,000

EDUCATION

7,000

ADMINISTRATIVE & SUPPORT SERVICES

6,000

PUBLIC ADMINISTRATION & DEFENCES

4,000

ACCOMMODATION & FOOD SERVICES

3,500

PROFESSIONAL, SCIENTIFIC & TECHNICAL

2,500

CONSTRUCTION

2,500

TRANSPORT & STORAGE

2,000

MANUFACTURING

2,000



MIDDLESBROUGH

	NHS - James Cook provides a 24-hour emergency department, regional major trauma centre and a wide range of specialist services.	www.southtees.nhs.uk	
	Steel Benders were established in 2002 and has secured its reputation as a reliable and quality steel bending and profiling company. Serving the whole of the UK from their base located in the North East they pride themselves on their exceptional customer service and systems approach.	www.steelbenders.co.uk	
	A.v. Dawson Port of Middlesbrough is ideally positioned on the River Tees, North East England and provides multimodal logistics services.	www.portofmiddlesbrough.com	
	Double Eleven Limited is a British video game developer and publisher based in Middlesbrough.	www.double11.com	
	Middlesbrough FC is a professional association football club based in Middlesbrough, North Yorkshire, England. They compete in the EFL Championship, the second level of the English football league system.	www.mfc.co.uk	
	Middlesbrough Council also known as Middlesbrough Borough Council, is the local authority for Middlesbrough, in the ceremonial county of North Yorkshire, England. Since 1996 it has been a unitary authority, being a district council which also performs the functions of a county council.	www.middlesbrough.gov.uk	
	Teesside University is a public university with its main campus in Middlesbrough. It was officially opened as Constantine Technical College in 1930, before becoming a polytechnic in 1969, and finally granted university status in 1992 by the Privy Council.	www.tees.ac.uk	
	Ramsay Health Care is one of the leading independent healthcare providers in England. Our facilities provide a wide and comprehensive range of specialised clinical services from routine to complex surgery, day case procedures, diagnostic services and physiotherapy.	www.ramsayhealth.co.uk	
	TESCO As a leading multinational retailer, with more than 330,000 colleagues, they aim to serve customers every day with affordable, healthy and sustainable food – to help them enjoy a better quality of life and an easier way of living.	www.tesco.com	
	Imperial Recruitment Group has specialised in the supply of temporary and permanent staffing solutions since 2005 across the Northeast, nationally and internationally.	www.imperialrecruitmentgroup.com	
	Serco in the UK span defence, space, healthcare, justice and migration, transport and citizen services. They also deliver service design and advisory, resourcing, complex programme management, systems integration, case management, engineering and, asset and facilities management.	www.serco.com/uk/careers	
	AXA one of the UK's leading insurance companies looking after millions of customer's insurance needs across car, home, health and business.	www.jobs.axa.co.uk	
	83 Zero specialise within the contract and interim recruitment market, providing a timely and cost-effective IT contract solution tailored to your needs.	www.83zero.com	

DO YOU LIKE A CHALLENGE?

- 1) Compare the employment rates between two different sectors. What do you think accounts for the differences in these rates?
- 2) Based on the data presented, which industries do you predict will experience the highest demand for workers in the next decade? Why?
- 3) How might technological advancements impact the sectors shown in the LMI poster?
- 4) Which industry or job role aligns most with your career aspirations and why?
- 5) Think about what you love to do. Which company on the poster would have the perfect job for you in the future? What would your job title be and what do you think your daily tasks could involve?



To find out more about opportunities and pathways in Tees Valley

Carole

Phil

Zara

MJ

Vicky



CONTACT US

Tel: 01642 333477

Email careers@mbro.ac.uk

Visit mbro.ac.uk

Or call into the Careers Centre

Monday – Thursday 8:30am – 5:00pm

Friday 8:30am – 4:30pm

We value your feedback

Email your thoughts to
z.proudlar@mbro.ac.uk

**Scan here
to visit the
Careers page**



This guide is available in alternative formats. For information, please contact Student Services.

Middlesbrough College
Dock Street
TS2 1AD
Tel: 01642 333333

