

Work Plan on Life Planning Education and Career Guidance Service

School : Shun Lee Catholic Secondary School

Year : 2014/15

Objectives	Strategies	Evaluation	Allocation of CLP grant
<ul style="list-style-type: none"> ✧ Allow students to better understand one-self and relate self-assessment outcomes to career and life planning 	<ul style="list-style-type: none"> ✧ Arrange talks/lessons for students at different levels <ul style="list-style-type: none"> ➢ S1: Understanding self & working world (two lessons) ➢ S2: Goal setting & understanding self (one lesson each) ➢ S3: Planning for the future (six lessons) ➢ S5: Goal setting, MBTI & Self-directed Search (three lessons) ✧ Arrange career and life planning workshops for S2 (three lessons) ✧ Purchase HKACMGM online assessment tools for S4 and S5 students ✧ Participate in a programme run by NGO to nurture some S5 students to become career ambassadors and take an active role in career and life planning 	<ul style="list-style-type: none"> ✧ Students' feedback ✧ Teachers' observation 	<ul style="list-style-type: none"> ✧ \$40 000 ✧ \$4 590 ✧ \$3 800
<ul style="list-style-type: none"> ✧ Facilitate students to make decisions and act out plans regarding various study and work choices 	<ul style="list-style-type: none"> ✧ Arrange activities for students at senior levels <ul style="list-style-type: none"> ➢ S4: Work values (one lesson) ➢ S5: Presentation skills & self-account (three lessons) ➢ S6: Interview skills (one lesson) and two mock job interview days ✧ Mentorship programme in S5 and S6 ✧ Employ an extra staff to provide individual guidance and counselling for S5 and S6 students 	<ul style="list-style-type: none"> ✧ Students' feedback 	<ul style="list-style-type: none"> ✧ \$1 000 ✧ \$400 000

	<ul style="list-style-type: none"> ◇ (At least one personalized meeting per student) ◇ Organise alumni sharing about work and studies of different disciplines for S5 and S6 (At least one for each form) ◇ Take part in School-Company-Parent Programme / Junior Achievement job shadowing/ Business School Partnership Programme for S4-6 students ◇ Arrange summer internship training opportunities for S6 graduates 		
<ul style="list-style-type: none"> ◇ Help senior secondary students explore multiple pathways 	<ul style="list-style-type: none"> ◇ Arrange mass lectures during OLE lessons <ul style="list-style-type: none"> ➢ S5: Introduction to degree & sub-degree programmes (two lessons) ➢ S6: JUPAS and E-APP applications (two lessons) ◇ Visit various higher education and career expos <ul style="list-style-type: none"> ➢ S4: HKTDC Education & Careers Expo ➢ S5: Korea Higher Education Expo 2015 ◇ Arrange university visits for S4 and S5 students 	<ul style="list-style-type: none"> ◇ Students' feedback 	<ul style="list-style-type: none"> ◇ \$6 500
<ul style="list-style-type: none"> ◇ Equip parents and teaching staff with the necessary knowledge and technique to provide career guidance support 	<ul style="list-style-type: none"> ◇ Organise two S6 parents' talks for students and parents on JUPAS application and multiple pathways ◇ One teachers' professional training on career counselling skill 	<ul style="list-style-type: none"> ◇ Feedback from the parents and teachers 	<ul style="list-style-type: none"> ◇ \$5 000
Total expected expenditure: \$460 890			

Framework of Enhancing Career-related Experiences

	S1-3	S4-6
Guidance and counselling for individuals	Career guidance and counselling for individual students (with the support from class teachers, mentors and career guidance personnel)	
Enabling individual student planning (Assessment → Guidance → Portfolio building)	<ul style="list-style-type: none"> ✧ Initial senior secondary study plan ✧ Simple personality and traits tests ✧ World of work and work values ✧ Make informed and responsible choices of NSS subject selection 	<ul style="list-style-type: none"> ✧ Personality and traits tests ✧ Career assessment tools (BIM, CII, PGI, PD, DISC) ✧ Work values and ethics ✧ Multiple pathways ✧ Reflective construction and completion of SLP
Facilitating learning experiences about work	Career visits	<ul style="list-style-type: none"> ✧ Alumni sharing about work and studies ✧ School-Company-Parent Programme (SCP) ✧ Junior Achievement Job shadowing (JA) ✧ Business School Partnership Programme (BSPP) ✧ Summer internship programme
Organising and collaborating school-wide career guidance activities	Completion of SLP	
	Career talks for students, parents and teachers	
	<ul style="list-style-type: none"> ✧ Career guidance programmes embedded in assembly and extended curriculum periods 	<ul style="list-style-type: none"> ✧ Senior career education curriculum integrated into OLE ✧ University visits / University taster programmes or camps ✧ Visit to education and career expos ✧ Mentorship programme ✧ Mock job searching activities and interview workshops for job search and university admission
Linking study opportunities and career choices	<ul style="list-style-type: none"> ✧ Connection of subjects and occupational choices 	<ul style="list-style-type: none"> ✧ Education and career opportunities of individual subjects