15 January 2019

Dear Parents and Caregivers,

REF: SWIVEL VOCATIONAL PATHWAYS

Whanganui Collegiate School will be engaging Swivel Careers to assist our students with their awareness and planning of their pathways. We are confident that this will be a positive step forward with our students receiving expert assistance in knowing their strengths, challenges, necessary skills and the vocational pathways that are available to them now and in the future. Students will be involved in sessions spaced over the year.

An overview of the Year 12 course is as follows:

YEAR 12 – “DISCOVER, PREPARE, EXPLORE” - CONSOLIDATION

Objective(s):
- To help the student discover career pathways specifically suited to their personality, interests and abilities.

Profile Individual Interview

This asks the students what their favourite/least favourite subjects are, what their hobbies are, what motivates them and what their values are from their perspective. The Tutor, ideally, would be present during this time.

Career Coaching Session One-on-one

The student will discuss their profile interview form that they completed in the tutor group. This will be one on one a Career Coach, in person or over Skype.

During the one-on-one session, the Career Coach will get to know the student and where the trust will be first established. Through this session, the student will gain self-awareness, the first vital step in knowing who they really are.

Psychometric Testing

Swivel Careers believe that Psychometric testing is an invaluable tool that puts science behind career direction and strategy behind the search for the perfect career pathway, for each student.

The student will complete all psychometric testing (personality, ability, occupational interests) via links sent to their email. The Tutor, ideally, would be present during this time.
Coping style – how does the student cope under pressure? Are they optimistic? How do they handle feedback, constructive or otherwise?

A occupational interests breakdown is generated by the student’s responses to the personality test. The tendency that they have to be more inclined to certain occupations. For example, if someone is more hands on they are likely to profile as ‘practical’. Other examples include ‘artistic’, ‘caring’, ‘logical’ and so on.

The ability test assesses the students:

- **Verbal ability** – this measures vocabulary, verbal fluency and the ability to reason using words. This is appropriate for jobs that require good communication skills.
- **Numerical ability** – this measure the ability to use numbers in a logical and efficient way. This is appropriate for jobs that require a fair level of numerical ability.
- **Abstract ability** – this measure the ability to understand abstract logical relationships and use new information outside the range of previous experience. Does the student have the ability to pick things up quickly? This is the purest form of mental ability and is least affected by previous education and achievement.

**Career Coaching Session One-on-one - Student Workbook**

Swivel Careers will have compiled the student’s workbook, and this will be sent through to the student. It will include results from all psychometric testing as detailed above, a list of vocational suggestions suited to the student based on their results and tasks to complete, i.e. research into occupations that are of interest to them.

The student will go through the results of each test with their Career Coach, during an in depth one-on-one, 2-hour coaching session. The Career Coach will go through all of the student’s answers, allowing the student to ask any questions along the way. The Career Coach will explain in detail why the student profiled for suggested vocations and assist the student in finding the perfect career pathway for them. At the end of the session, the Career Coach will ask the student to research the occupations that are listed and are of the most interest to them. This will then be discussed in their next coaching session.

**Career Coaching Session One-on-one - Research**

The Career Coach will discuss the student’s findings in regard to the research they conducted on the occupations that are of interest to them. This will be an approximate 30 minute conversation, where the student will inform the Coach what they have discovered and what they feel is the best career pathway for them, based on their findings. It may be that the student has learned more about a position that they never really considered before but are now highly interested and looking at pursuing. Research gives the student the opportunity to compare and contrast their options and establish an understanding of what they will need to do to enable them to achieve this, i.e. apprenticeship, university, graduate programme and so on.

**‘Discover Prepare & Explore’ - Questionnaire**

Based on the experience the student has had with the Swivel Careers for Students Private Programme, we will ask the students if they have an area of interest(s) that they are considering pursuing.
Individual Student Profile: Year 12 ‘Discover, Prepare and Explore’ Profile Evaluation

The results of the individual Year 12 questionnaires and forms are then provided for review and investigation with a Swivel Careers Coach. The Swivel Careers coach will also summarize the students Swivel Careers for Students Private Programme for the school. This information will be valuable for parent and teacher feedback.

Course Cost $155 per term

Please note that the cost as indicated above will be charged on your school account. The course is not a compulsory. If you wish to opt out, please email accounts@collegiate.school.nz that you do not want your son or daughter to take part in the Swivel programme.

If you would like further information, please contact me to discuss this further or refer to Swivel website

Kind regards

Mr Grant Muirhead
Deputy Headmaster