

# Careers & Personal Guidance for adult learners @CRC

As part of our commitment to offering you the best possible preparation for a successful career, all learners and apprentices at Cambridge Regional College have unlimited access to our impartial, highly specialised and experienced team of Careers Advisers. We offer a personalised service to ensure the careers information, advice and guidance we offer you is tailored to your individual needs and circumstances.

## THE SUPPORT WE OFFER

- Personal guidance to help you achieve a better understanding of your skills & interests, identify your career goals and plan your professional progression.
- Support with identifying and enhancing your employability skills to help you accelerate your performance at work.
- Advice on CV and cover letter writing, looking and applying for jobs.
- Help to prepare for a job, apprenticeship or university interview.
- Information and advice on further qualifications and progression routes in education and employment.

## THE BENEFITS OF CAREERS GUIDANCE

- Increased awareness of your skills and ability to use them to your advantage.
- Improved motivation, resilience and a sense of empowerment to take action toward personal & professional success.
- Higher capacity to plan and manage your career.
- Increased understanding of qualifications and education & training routes leading to meaningful destinations.
- A better understanding of the labour market & the strategies to effectively navigate through it to achieve your career goals.

## Our kitemark

### WE ARE EXPERT

- Our Advisers are qualified to level 6 & 7 in careers guidance and development and have extensive experience working with young people and adults in a variety of settings including Secondary, Further and Higher Education and adult guidance services.

### WE ARE PROFESSIONAL

- We follow the Code of Ethics of the Career Development Institute and ensure that our practice adheres to the National Occupational Standards for careers practitioners.

### WE ARE IMPARTIAL

- Your best interest is our priority and we will support you to achieve your personal and professional goals regardless of what qualifications or training it may take or where you would like to take them.

### WE ARE ACCESSIBLE

- Our Advisers are available all year round, five days per week at both Cambridge and Huntingdon campuses. We offer personal guidance face-to-face, via phone, email and virtually via Teams and Zoom.



## HOW TO ARRANGE YOUR CAREERS APPOINTMENT



01223 226315



in person in The Hub



Enquiry@camre.ac.uk



ask your tutor to refer you