

Job Of The Week

19th December

CAREERS ADVISER



Salary

The salary of a Careers Adviser can range from £21,000 to £35,000

Typical Hours

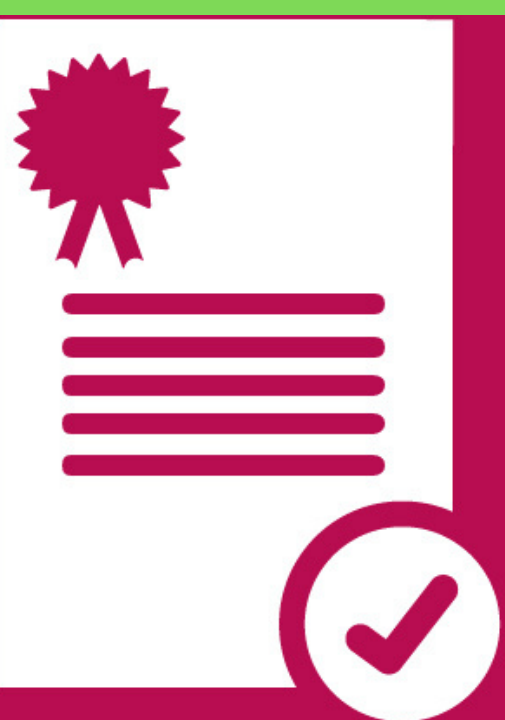
35-40 hours a week. You could evenings and weekends



Entry Requirements

You can get into this job through:

- a university course - You can take either a postgraduate diploma or masters degree in career guidance. These courses lead to the Qualification in Career Development (QCD).
- an apprenticeship - You may be able to do a Level 4 Employability practitioner higher apprenticeship and a Level 6 Career development professional higher apprenticeship
- working towards this role - You could start by working as a careers support assistant or youth worker and take further training on the job. Your employer may sponsor you to take work-based qualifications such as:
 - Level 4 Diploma in Advice and Guidance
 - Level 4 Diploma in Career Information and Advice
 - Level 6 Diploma in Career Guidance and Development



What You'll do

You may:

- work with people individually or in groups
- give advice face-to-face, online through email or webchat, or on the telephone
- explore clients' skills, abilities, interests and achievements and look at how they relate to potential careers
- identify and discuss work experience, learning, training and work opportunities
- help people make decisions, overcome barriers and to make plans of action
- promote equal opportunities and challenge discrimination
- develop relationships with employers, colleges, universities and training providers
- research occupational and labour market information and write careers information
- give talks, update records and meet targets



Working environment

You could work in a contact centre, at a university, at a college, at a school, at an outreach centre or from home.



Career Path & Progression

You could specialise and work with adults, graduates or young people with special needs.

With experience, you could become a manager. You could also become self-employed and work as a consultant, researcher or writer.

Another option could be to move into industry and provide career management advice for employees of large companies.

For more information

CLICK HERE