

HOW TO CHOOSE A CAREER ?

Rachel is worried about what to do after leaving school. What are her options? She has an appointment with a careers officer. Let's listen in.

John: Hello Rachel! I'm John Williams. How can I help?

Rachel: I've no idea what to do after my A-levels. All my friends seem to have plans, and I haven't a clue.

John: Don't worry. Now, which do you prefer — to take more qualifications or go straight into a job?

Rachel: Well, I'm doing quite well at my A-levels, but they are hard work and I think I may have had enough of full-time study. To be honest, I really want to travel.

John: If you did go to university, what subject would you choose?

Rachel: I like the idea of doing psychology — I've looked at some prospectuses but they don't seem to tell you an awful lot. I'm not sure what I'd be qualified to do afterwards.

John: There is a website for UCAS, which handles all applications for degree courses. They give lots of extra information on the course. (<http://www.ucas.ac.uk>) You can try a questionnaire to match your interests to degree subjects and where they're offered, first. It's at www.UKCourseFinder.com. It's free.

Rachel: I still don't feel confident about making such a definite decision on a course. What if I get there and find that I hate uni?

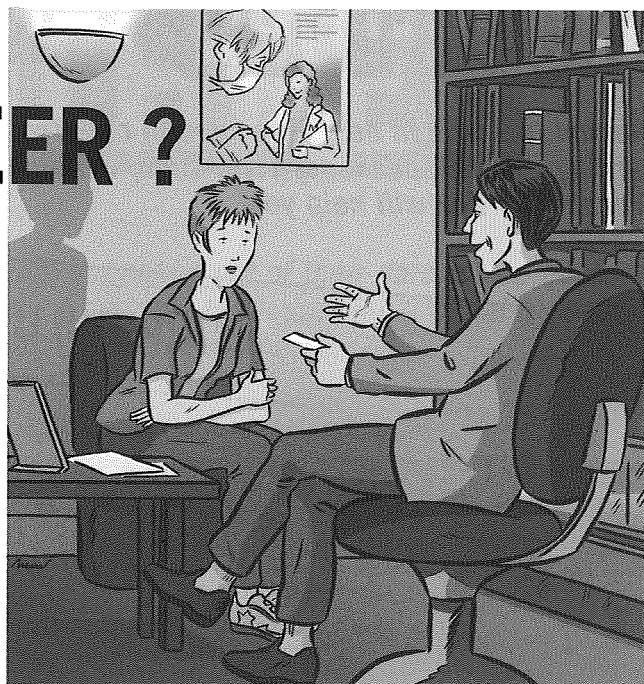
John: Many universities have a very flexible first year and will let you change your course slightly if it isn't working out. And you will have visited some of your favourites to get a sense of life there.

Rachel: But, say I didn't go to university, what else could I do?

John: There are plenty of jobs for A-level students where you can gain qualifications while you work. Most of the bigger firms expect you to apply by Christmas in your second year of A-levels.

Rachel: Would they have anything to do with child development?

John: There are more opportunities with a degree. But you could write to a few organisations with a CV. Now, let me ask you something important. What do you think



about taking a "Gap Year"? Lots of organisations dedicated to child welfare need volunteers. Many of them are international, and you could combine volunteer work with your dream of travel.

Rachel: That sounds brilliant! But I don't know, is a year too long? Can I go away and think about this and then see you again?

John: No problem. Here's my card. Contact me when you are ready and we can make another appointment.

Rachel: Thanks very much.

Vocabulary Box"

■ WHAT YOU WANT

I am seeking/looking for a position as..., a trainee position, an apprenticeship, a summer/holiday job, a part-time job, a work placement/internship

■ YOUR WORK EXPERIENCE

sales assistant, office junior, waiter/waitress, barman/barmaid, instructor, camp counsellor....

■ YOUR QUALIFICATIONS

exams, diploma, certificate, driving licence, level 1, the equivalent of....

■ DESCRIBING YOURSELF

team player, self starter, good team member, work well in a team, know how to take initiatives, customer liaison, computer skills, computer literate, communication skills, organised, hard working

HELP

application (n) an official request to become a candidate for a university, job, etc. Verb: *to apply*. Person: *an applicant*.

course (n) set of lessons or studies
welfare (n) health, comfort and happiness; here,

help provided for those with social problems

YOUR TURN

WRITING A CV

Rachel has written her CV to send to children's organisations. First, listen to the advice on writing CVs on *Speakeasy Live*. Then, write your CV. Rachel's CV and the expressions in the *Vocabulary Box* will help you.

CURRICULUM VITAE

Rachel Otley
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Date of birth: 14 June 1991

■ Profile

I am hard-working and an enthusiastic team member, with a strong interest in psychology. I am looking for a trainee position in child care or child psychology.

■ Education and Qualifications

2002-PRESENT Westside Grammar School, Bath

A-Levels I will sit this school year:

Biology - English - Maths

GCSEs:

English language A, English literature A, Maths A, Biology A, French B, Computer studies C, Music A, History B

■ Employment History

May 07-present

Part-time lifeguard at South Wansdyke Sports Centre

Responsibilities include safety and interacting with customers to ensure security guidelines are applied.

Skills I am learning: Customer liaison, working as part of a team, communication.

July 07-present

Regular babysitting for a local family

■ Positions of Responsibility

In charge of charity fund-raising for Year 10

First-aid volunteer at St John's Ambulance since 2005

■ Skills and Attributes

Life-saving certificate

Provisional driving licence (I hope to sit my test by January 2009)

■ Interests

Playing in a band, acting, reading, swimming

■ References

Available on request