MyFuture 2018 - 2022

**Our Core Business – ensuring learners progress**

The College Strategic plan states:

We will help today’s raw talent to become tomorrow’s skilled workers, in a world of constant change and diminishing resources.

The MyFuture Strategy is:

* A structured career management and personal development programme
* Ensures all learners are supported and actively encouraged to progress to employment or education as part of a career plan.
* Ensures all learners will attain the skills to access high quality information, advice and guidance (IAG) so they can make informed career choices
* All learners engage in area specific Work Experience to prepare them with technical and soft skills for their future.

MyFuture is available to all students at all centres throughout their learner journey e.g. Further Education, full and part time, Work based and Foundation Learning. Higher Education students follow an optional Careers programme called Graduate Employability linked to the University of Central Lancashire’s Careeredge resources.

The MyFuture strategy links closely to:

* IAG Strategy, Career SAR, Student Support Strategy

**Roles and Responsibilities**

It is a responsibility of all staff to promote progression opportunities and implement the associated policies and procedures. The main roles and responsibilities, however, are as follows:-

* Executive approves the MyFuture Strategy
* The Careers Leader reviews the MyFuture Strategy and this is monitored through the IAG Strategy Group
* MyFuture Strategy is managed by The MyFuture Co-ordinator

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|  | **Objectives of the Quality Strategy** |
| 1 | Management of MyFuture ensures excellent provision of career and employability skills |
| 2 | Curriculum designed to include employability skills, career planning & enterprise in delivery |
| **3** | The MyFuture Scheme of Work consolidates, standardises and recognises the career and employability progress of learners |

**1 Management of MyFuture**

*Management of MyFuture ensures excellent provision of career and employability skills*

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| **1.1** | MyFuture strategy developed in line with strategic targets, external requirements and initiatives |
| **1.2** | MyFuture strategy and policies identify clear targets with progress monitored and reported through self-assessment process |
| **1.3** | Data and stakeholders' perceptions (Learner, Employer & Staff Voice) actively sought on the quality of MyFuture to enhance responsiveness |
| **1.4** | Strong working relationships with employers and external partners enhance the MyFuture programme |

**2 MyFuture and the Curriculum**

*Curriculum designed to include employability skills, career planning*

**2.1** The curriculum offer includes opportunities for the delivery of career and employability skills through main and additional qualifications

**2.2** Course tutorials provides opportunities to expand on career and employability skills and complete MyFuture

**2.3** Personal tutorials and e-ILPS set targets and monitor progress towards personal and social development using tools such as Self-Smart

**2.4** External agencies, employers, alumni used to inform career and employability provision

**2.5** Students are prepared for work through their course and through relevant guided self-reflection

**2.6** All areas are engaged with employers to input into Curriculum design to ensure students are employable.

**3 The MyFuture Scheme of Work**

*The MyFuture consolidates, standardises and recognises the career and employability progress of learners*

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| **3.1** | The curriculum offer is analysed and monitored for appropriate, standardised careers and employability provision |
| **3.2** | Central support provided through the Core to staff and learners to supplement and enhance the curriculum offer |
| **3.3** | External agencies engaged to help with provision of career guidance and employability skills |
| **3.4** | Central resources provided on Canvas to help Tutors deliver MyFuture through the Course Tutorial Scheme of Work |
| **3.5** | MyFuture is co-ordinated through The Core |
| **3.6****3.7** | MyFuture impact monitored through completion in boards and destination dataTarget completion is 100% as it is mandatory for all students on Further Education and Foundation Learning programmes. |