



College Careers Guidance Service



northumberland.ac.uk

Services we offer

The College Careers Guidance service offers all prospective and current learners free access to informal and impartial information, advice and guidance.

Our team of Careers Guidance Officers are professionally qualified and experienced practitioners. We aim to ensure that you receive the information, advice and guidance required to make informed decisions that will best help you achieve your goals. Access to the service is open to all and does not depend upon existing or future attendance at the College. All requests for careers advice and guidance will be treated in a supportive and confidential manner. The Careers Guidance Team actively adhere to all the College's policies, including Equality & Diversity.

You can obtain information, advice and guidance on the following

- Career choice and career change
- Professional qualifications and training routes
- Support with individual research on progression opportunities
- Advice and guidance on gaining appropriate qualifications and experience to enhance employment prospects
- Current developments within education
- Graduate destinations and prospects
- Labour market information (LMI)
- Job seeking skills, researching employment opportunities, producing a CV and interview techniques
- Help and support in making applications for entry to higher level study, employment, training and apprenticeships
- Help and support for entry to Higher Education through both full and part-time study

If appropriate, and with your consent, referrals can be made to other internal and external services.



How to access the Careers Guidance Service

Face to Face & Virtual Appointments

If you wish to make an appointment with a Careers Guidance Officer, you can do so by contacting us:

0300 770 6000 or call into a main reception at any campus.

Email

We have a dedicated email address: guidance@educationpartnershipne.ac.uk

Web

You can also contact us online. The College offers a Live Chat service on our website:

 northumberland.ac.uk

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If you require this leaflet in an alternative format eg: braille, large print, audio, please contact us on **0300 770 6000**