**Making the most of HOP – An introduction for teachers**

**What is HOP?**

HOP is the ‘Hertfordshire Opportunities Portal', a one-stop shop for young people to access advice and guidance on career path options, employment opportunities, apprenticeships, and work experience opportunities in Hertfordshire.

A variety of **free lesson guides and resources** that can be used with ‘Hopinto’ are available via the Hertfordshire Local Enterprise Partnership (LEP) website, download the plans here **(add link).** Schools, colleges and any other providers who support young people can access these resources, and the lesson guides provide opportunities for young people to discover the range of local sectors with opportunities and more information about careers!

**How can HOP help teachers in secondary schools?**

School and education providers in Hertfordshire are required to fulfil their statutory duty to deliver high quality and impartial careers education, information, advice and guidance. With teachers and careers advisers involved in supporting students to make informed decisions on their post-16 and post-18 career pathways, HOP is the go-to portal for students in Hertfordshire.

We have devised some lesson guides to help teachers meet the identified 8 Gatsby benchmarks that are the core dimensions of good careers and enterprise provision in schools. They have been designed to be delivered by teachers that do not have careers guidance experience, and can be used in careers and pastoral lessons, or by the student/teacher as an ongoing planning exercise focusing on career development.

**Why should teachers in Hertfordshire secondary schools use HOP?**

The resources pack provides young people access to the information they need to make informed decisions on qualification choices and career path options, including guidance about accessing Further Education and Higher Education, work experience and job opportunities, and much more!

In order for students to research their career options fully, they need to have an understanding of what a local labour market is, why it useful to access information relating to the local labour market and where they can access such information. Powered by the Hertfordshire Local Enterprise Partnership, the portal aims to inform young people of the choices and options available to them. The difference with HOP is that it is local - it tells you about what is going on in Hertfordshire with regard to careers, work experience, jobs and apprenticeships and how students and schools can connect with employers in the local area. HOP is here to help students navigate their way through to the world of work!

**Lesson plan 3 - Hopinto the right career for you!**

The lesson guide aims to encourage young people to widen their research into jobs as much as possible, to ensure they explore job profiles and all the available routes into employment prior to shortlisting their own career pathway. The Hopinto website is the ideal place for students to research different sectors, understand the main tasks within job roles, discover average salaries, learn about which qualifications they should consider studying, and explore the current job and apprenticeship vacancies in Hertfordshire.

If young people are to make well informed and realistic decisions about their future career choices, they need access to information about the jobs and courses they are considering. Looking at labour market information and researching careers in year 9 can help students narrow down their GCSE options. At this stage, asking students to reflect on their interests and what subjects they enjoy is helpful to them in their decision making, and for them to begin mapping out their career pathways.

An important choice young people will make in years 10 and 11 is deciding where they would like to study after their GCSEs, and also not forgetting what they wish to study. For some young people this will be an easy task, and for others it will be a challenge. Drawing on expert careers advice and resources such as HOP will help young people navigate through the vast amount of information, to get the right advice on the qualifications to suit their future plans. Some careers such as dentistry, architecture, vet etc. may require specific degree courses, and for this reason it’s advisable for students to work backwards. The need for specific A levels/Level 3 qualifications to get onto these degree courses means that students will require certain GCSE subjects and grades. Students should be encouraged to speak to subject teachers to discuss how subjects selected at Key Stage 4 and 5 link to future career choices.

Whether students are looking for job information, or inspiration, the HOP Careers Directory has more than 350 job profiles to help find that perfect job. All of the job roles featured include significant data for students to consider - from personal development and career opportunities, to entry routes, progression and pay.

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| **Prior learning – This can be used as a stand-alone lesson guide, or to follow on from Lesson 2 – Hertfordshire’s growing employment sectors** |
| **Lesson aim** | Learn about job opportunities and the different pathways  |
| **Lesson outcomes** | Students will be able to:* know how to search for vacancies and opportunities
* link qualifications to the world of work
* complete a personal action plan
 |
| **Brief for students** | **Teacher activity and notes** |
| **Starter activity**10 minutes | **Activity 1 - Looking for job inspiration?** The Careers Directory has over 360 job roles for students to explore. [Careers Directory (hopinto.co.uk)](https://www.hopinto.co.uk/explore-careers/careers-directory/)Students can start searching jobs, and note down an interesting fact about the job role – e.g. the starting salary, qualification they will need.  | **Activity 1 - Looking for job inspiration?** Use the Hopinto website, Careers Directory page [Careers Directory (hopinto.co.uk)](https://www.hopinto.co.uk/explore-careers/careers-directory/) for this activity. Students to browse the HOP Careers Directory to find a job role they’re interested in. Students to note down an interesting fact about the job role, this could be the qualifications they need to gain or the starting salary. |
| **Main activity**25 minutes | **Activity 2 - Find your perfect job! – Your career action plan.**A good starting point to research your future career is using the Hopinto Careers Directory.[Careers Directory (hopinto.co.uk)](https://www.hopinto.co.uk/explore-careers/careers-directory/)Select a job category or job role and research how to get into that career, and what career paths are available.Research the following:* What qualifications are needed?
* Do you need to have a degree, and if so does it have to be in a particular subject?
* What qualifications are required to get onto the degree?
* Is there an alternative to going to university?
* Explore apprenticeships, courses or jobs related to this career path
 | **Activity 2 - Find your perfect job! – Your career action plan.**Direct students to the Careers Directory webpage [Careers Directory (hopinto.co.uk)](https://www.hopinto.co.uk/explore-careers/careers-directory/). Ask students to identify and research a potential future career, and encourage them to select a job they are interested in. Ask students to select a job category or job role and complete the ‘career action plan’ worksheet. By looking at the routes of entry into their chosen job, the student will gain a clear and detailed appraisal of a career pathway. **Career action plan -** * Ask students to explore jobs with similar words in the title. It may also be helpful to look at a job family or sector to find similar job roles.
* Students encouraged to discuss the subjects chosen at KS4 and KS5 with subject teachers to ascertain how they link to their future career.

**Compatibility checks by the teacher:**When exploring jobs, it is important for students to consider factors such as their interests, motivation and attitude, job availability, labour market changes etc.Do students have the academic/technical/aspirational requirements to achieve their action plan? What do you do if the progression pathway required for a qualification/job is higher than the student may attain? |
| **Summary activity**10 minutes | Teacher led discussion | Revisit aims for the session and ask the students to highlight what they have learnt. Have they gained any interesting fact about their chosen job role – e.g. the starting salary, qualification they will need?Have a follow up discussion with the students about why thorough research of a potential career is important.  |
| **Adapting the lesson to your needs/ next steps** | Once students have a career in mind, it is useful for them to carry out further research to help understand the labour market information for that career. See Lesson plan 1 – Labour Market information for details. |