

## Hampshire Futures Newsletter

### What can Hampshire Futures offer?

We can help if you are struggling to get into work, education, or training.

We can:

- Offer you 1-to-1 support and mentoring from a progression coach.
- Help you to develop employability skills e.g., CV writing, interview preparations, application completion.
- Offer you support to understand the full range of opportunities that are available to you, like college, employment, apprenticeships, traineeships, supported internships etc.
- Help you to support you to access personal development opportunities e.g., CSCS Card, Princes Trust.
- Offer other support such as travel training and confidence building.

### Who are we and what do we do?

Hampshire Futures is part of Hampshire County Council, one of our roles is to support young people who are looking to return to education, training, or employment. So, if you are a young person in Hampshire, and your 2023 goal is to return to college or find a job/apprenticeship, Hampshire Futures is here to help.

### Support for SEND

Children and young people with SEND (Special Educational Needs and Disabilities) have the same ambitions as their peers, which is why we provide them with appropriate and targeted support.

Our [SEND employment and independence hubs](#) bring together workplace and non-workplace learning to develop a flexible programme which focuses on the elements that SEND young people need to gain independence and skills that maximise progression into sustained employment.

### Staying Safe in the Sun

With the Summer Holidays rapidly approaching it's crucial to prioritize your sun safety, as well as having fun!

When it comes to sun safety, it's important to protect your skin. Apply sunscreen with a high SPF to shield yourself from harmful rays. Seek shade during the sun's peak hours. Remember, even on cloudy days, the sun can still cause damage. Stay hydrated and drink plenty of water. Taking these precautions will help you enjoy the sun while keeping your skin healthy and safe.





## Apprenticeship Vacancies, July 2023

### Basingstoke and Deane Area

#### [Kia Light Vehicle Apprentice](#) – Snows Business Holdings

This is an exciting opportunity for an apprentice to work alongside qualified technicians where you will be fully trained in all aspects of maintenance and repair of light vehicles, from routine services to electrical fault diagnostics. Observing and assisting technicians. **Closing date 31<sup>st</sup> July 2023.**

#### [Hairdressing Apprenticeship](#) – Halo Hair Design

An outstanding opportunity to start an exciting career as a hairdresser to provide hair services for men and women. Halo Hair Design in Basingstoke have an amazing apprenticeship vacancy in their relaxing salon for an enthusiastic and motivated individual looking to start their hairdressing journey. **Closing date 31<sup>st</sup> August 2023.**

### East Hants Area

#### [Business Support Apprentice](#) – Jones & Young

We are looking for a business administrator to support the friendly and supportive team in a financial environment, with day-to-day duties such as answering incoming calls, emails, and appointment management, providing updates to clients alongside mortgage and insurance related tasks such as data entry and maintaining basic contact with clients. **Closing date 31<sup>st</sup> August 2023.**

#### [Trainee Accounting Technician Apprentice](#) – TaxAssist Accounts

We are looking for an apprentice who is ambitious to become an Accounting Technician. The role will include training in book-keeping, VAT, accounts, preparation, personal tax, Corporation Tax, and practice management. You will assist with all aspects of the work of the practice under the supervision of and support by the other members of the team. **Closing date 25<sup>th</sup> August 2023.**

### Eastleigh Area

#### [Apprentice Chef](#) – Hilton Hotels

As an Apprentice Chef with Hilton, you will be working towards a Hospitality Team Member – Food Production Level 2 Apprenticeship over the course of 15 months. You will assist in the preparation, cooking, and presentation of food to the highest standard. No prior experience needed – just a passion for food! **Closing date 20<sup>th</sup> July 2023.**

#### [Creative Venue Technician Apprenticeship](#) – Eastleigh Borough Council

We have a fantastic opportunity for a pro-active and adaptable individual who would enjoy working in a varied and fast paced role supporting our programmes at The Point Eastleigh and The Berry Theatre Hedge End. Providing technical support for the construction, rehearsal, presentation, and removal of a live performance. **Closing date 19<sup>th</sup> July 2023.**



## Apprenticeship Vacancies, July 2023

### Havant Area

#### [IT Support and Telecoms Apprentice](#) – The IT Skills Management Company (Hayling Island)

As an IT and Telecoms support engineer you will have an integral part of the IT support function. The role is varied and involves direct customer support and installation activities. You will operate both remotely and onsite with customers offering excellent support for our varied customer base. **Closing date 10<sup>th</sup> August 2023.**

#### [Apprentice Laboratory Analyst](#) – Emsworth Stability Plus

The purpose of is role is to work at the forefront of technology to carry out both routine and one-off lab testing and perform a variety of technical support functions across the organisations. ESP are specialists in the testing of a wide range of products within the Health, Beauty, and related industries. **Closing date 20<sup>th</sup> August 2023.**

### Gosport Area

#### [Dental Nurse Apprentice](#) – Gosport Smile Centre

We have an exciting opportunity for an apprentice dental nurse to join our friendly dental practice. we would love you to join us as an apprentice dental nurse and start your exciting career in dental nursing. Assisting other dental health professionals, providing chair side support, and a high level of patient care. **Closing date 29<sup>th</sup> July 2023.**

#### [Business Administrator Apprentice](#) – South Coast Accounting Ltd

In this role, you will work closely with the senior staff to develop processes that support the business. You will receive on-the-job training, whilst working towards a Business Administrator Apprenticeship. This will allow you to gain a highly transferable range of skills, that can be applied in all sectors. **Closing date 31<sup>st</sup> July 2023.**

### Fareham Area

#### [Sales and Admin Apprentice](#) – Sugoi Campers

Sugoi Campers is looking for a Sales and Admin Assistant to manage reception and support the team with day-to-day tasks. You'll need to be confident answering phones, as well as speaking to our customers and suppliers. We also need some help making sure the shop and showroom stays in tip-top condition for our customers. **Closing date 10<sup>th</sup> August 2023.**

#### [Operations Administrator Apprentice](#) – Matrix Business IT

Are you looking to start your career in administration with a leading apprentice employer? Matrix IT are looking to recruit an Operations Administrator to provide administrative and organisational support to ensure the smooth and efficient daily operations of the administration, support desk, marketing, sales, and project functions. **Closing date 31<sup>st</sup> August 2023.**



## Apprenticeship Vacancies, July 2023

### Hart Area

#### [Equine Groom Apprentice](#) – Westfield Equestrian Centre

We are looking to recruit a Level 2 Equine Groom Apprentice to work on our livery yard. This is an ideal role for someone wanting to start their career in the equine industry. General duties to include – mucking out, turning out/bringing in, tack cleaning as well as other tasks. **Closing date 31<sup>st</sup> July 2023.**

#### [Team Member Apprentice](#) – Cineworld Aldershot

At Cineworld, we want you to be part of our open and lively environment, where every employee can contribute. If you have a passion for customer service and would like to join the Cineworld team apply now! You will support the cinema team on continuously driving sales, while supporting the cinema team in the smooth running of the cinema in line with policy and procedures. You will be fully cross-trained, performing different duties at different times. **Closing date 21<sup>st</sup> August 2023.**

### New Forest Area

#### [Customer Service Specialist Apprentice](#) – Garmin

This role exists within a busy call centre environment providing technical advice. You will be responsible for answering telephone, live-chat, and email enquiries from Garmin Europe consumers and providing excellent quality advice to our customers on Garmin Products. **Closing date 31<sup>st</sup> July 2023.**

#### [Traffic Office Apprentice](#) – Bidfood UK

Are you looking for that first opportunity to start work and make a difference? We are looking to recruit a Transport Planning and Compliance Assistant to support our Transport Department managing the movements of goods across all sectors. **Closing date 1<sup>st</sup> August 2023.**

### Test Valley Area

#### [Software Developer Apprentice](#) – VuePoint Solutions

You will be working closely with Developers and Business Analysts throughout the software development life cycle to help design, build, and maintain our existing web-based software applications using languages and technologies of the .NET framework. Designing, creating, and executing tests against functional or requirement specifications. **Closing date 31<sup>st</sup> July 2023.**

#### [Apprentice Countryside Worker](#) – Stratland Estates Ltd

We are looking to recruit a Grounds Maintenance Apprentice for a residential 18-acre estate in the Romsey area. You will have a strong interest in woodland management, nature conservation and will be working with the Groundsman and Gardener and outside contractors to learn and deliver exceptional quality of work. **Closing date 31<sup>st</sup> August 2023.**



## Apprenticeship Vacancies, July 2023

### Rushmoor Area

#### [Engineering Apprenticeship](#) – Cove Industrial Enterprises

You will learn the necessary skills to use a full range of tools assisting engineers throughout the manufacturing process in custom-metalwork engineering and electro-mechanical integration. You will gain an extensive knowledge of materials working to defence and aerospace standards, learn finishing processes such as spray painting, silk-screen printing and engraving and carry out quality checks. **Closing date 1<sup>st</sup> August 2023.**

#### [Marketing Apprenticeship](#) – ADS Groups

We are delighted to be hiring our first ever marketing apprentice! This role has been created to enable a young professional to learn the skills required to deliver high-level strategic marketing support to the aerospace, defence, security, and space sectors. **Closing date 31<sup>st</sup> July 2023.**

### Winchester Area

#### [Social Care Worker Apprentice](#) – Choice Care Group (Cambria House)

Do you enjoy helping people and making a positive impact in their lives? Are you caring, reliable and passionate? If you feel you have these unique qualities, we would love you to join our team. Deliver high quality personal care following the care plan and individual resident wishes to ensure the comfort and dignity of each resident. **Closing date 27<sup>th</sup> July 2023.**

#### [IT Technician Apprenticeship](#) – Harrap Computer Systems

We are looking to recruit an IT Technician Apprentice who is a hardworking and organised individual with flexibility and a willingness to learn. Harrap Computer Systems provides high quality support to primary schools across Hampshire. The majority of their work is done on-site at the schools, but they also provide remote assistance over the phone or via the Internet. **Closing date 31<sup>st</sup> July 2023.**

### Apprenticeship Search Sites

The following sites help you find the ideal apprenticeship for you. It does not matter what qualifications you have. There is an apprenticeship for everyone.

All vacancies listed in this Newsletter have been sourced from [Find an Apprenticeship](#), where you can find others in your area.

To look for courses you may be interested in check out, [Apprenticeships](#).

### Job Hunting Websites

Job hunting isn't an easy task, especially when you don't know where to start.

Below are some of the top Job-Hunting Sites to help you start your search.

- [Indeed](#), [Jobsite](#), [REED](#), [Total Jobs](#).





# National Careers Service

Helping you take  
the next step



## Want to find out more?

Customers can find out more about the Information Events and register for their place [here](#) or scan the QR code

You can also book by calling the Booking Line on 01329 559169 or email customer contact details to the booking line team at [bookingline@edt.org](mailto:bookingline@edt.org)

Eventbrite tickets [HERE](#)

## Who is the National Careers Service?

The National Careers Service or NCS provide careers information, advice, and guidance. They can help you make decisions on learning, training, and work at all stages in your career.

Their service is available to all people who live in England.

## Virtual Information Event for July:

### 18<sup>th</sup> July 2023: Workability Workshop

- The benefits of working and working rights.
- Exploring various employment choices.
- Identifying transferable skills
- Job search, CVs, and applications
- Inclusive employers and additional support.

### 26<sup>th</sup> July 2023: Create a winning CV.

- Have the confidence to build, update and tailor your own CV.
- Understand how to identify and promote your own skills and experiences in order to apply for jobs.
- Understand what employers are looking for when screening CVs from job applicants.
- Increase the chances of your CV getting through an applicant tracking system.



## Prince's Trust Opportunities July 2023



Prince's Trust

### START SOMETHING

#### Get Started with Games Design – Learn how to make games for free!

A mixture of virtual workshops to learn about games development, meet new people and get motivated. This 1-week course will help you:

- Design, create and pitch your own game.
- Work alongside games designers.
- Learn how the industry works directly from industry experts.
- Work on your confidence, communication skills and employability.

**When:** Taster Day – 9<sup>th</sup> August 2023, Programme – 14<sup>th</sup> – 18<sup>th</sup> August 2023, Reunion Day – 22<sup>nd</sup> August 2023.

**How:** Contact – [sladja.martin@princes-trust.org.uk](mailto:sladja.martin@princes-trust.org.uk) or call 07929367910.

#### Get into Website Development

Are you aged 16-30 and living in Southeast England? Our free course gives you the chance to explore the world of web development. In this programme you will develop-

- Learn new skills and create a portfolio website.
- Develop an e-commerce website.
- Get the opportunity to gain paid work as a freelance web developer!
- Receive up to six-month support!

**When:** Taster Day – 8<sup>th</sup> August, Course dates – 14<sup>th</sup>-25<sup>th</sup> August.

**Where:** Virtual/Online

**How:** Contact – [Lisa.Hatherell@princes-trust.org.uk](mailto:Lisa.Hatherell@princes-trust.org.uk), or [Heather.Milne@princes-trust.org.uk](mailto:Heather.Milne@princes-trust.org.uk)

#### Explore Programme 2023

This 12-week programme revolves around providing personal development opportunities through practical activities that will develop your confidence whilst giving you skills in team building, problem solving and communication.

Explore offers more flexibility and the choice to lead your own personal development alongside a staff mentor, who you will work with closely during additional one-to-one sessions.

Explore can help you move into employment, training, apprenticeships and more.

**When:** Access Weeks Every Month – Next Access Point 8<sup>th</sup> – 10<sup>th</sup> August 2023.

**Where:** Southampton Based

**How:** Fill out a referral form here - [How can we help you at The Prince's Trust?](#)

#### Get Into Retail with Boots

A two-week work placement to build skills, knowledge, and experience to equip you with everything you'll need to get into employment in the retail sector, with one-to-one additional support from your Prince's Trust staff mentor to help you succeed.

You'll meet like-minded people and have the opportunity to secure a paid work position post-Programme.

**When:** 14<sup>th</sup> – 25<sup>th</sup> August 2023

**Where:** Southampton & Portsmouth

**How:** Fill out a referral form here - [How can we help you at The Prince's Trust?](#)



## CV Tips – What makes a good CV?

### Personal Statement

Your personal statement is the first thing an employer reads and an opportunity to personalise your CV. You should briefly summarise what you have achieved in the past, what you hope to achieve in the future, and how the job you're applying for fits that plan.

### Be concise

Employers receive tens, if not hundreds, of applications for every job they advertise so make sure your CV is clear, concise, and easy to read. Avoid using jargon or acronyms.

### Choose your Template

Please visit the Hampshire Futures website [Creating a CV](#) for example CVs and some templates for you to choose from to get you started.

### Tailor your CV to the job

It's important to tailor your CV for each job that you apply for by ensuring that you highlight the most relevant skills and experience.

### Check, check, and check again!

Grammar and spelling are really important, so read your CV a few times to make sure there are no mistakes. Why not ask someone else to read it over too?

### Don't be shy

Your CV is an opportunity to demonstrate what you're capable of and convince prospective employers that you're right for the job. Don't be afraid to blow your own trumpet!

### Length and Presentation

Many employers tend to 'skim' CVs looking for the information that is most relevant and important to them. Keep it to a maximum of two pages and don't use a font size less than 11.

### Give examples

Most of us are guilty of having written a CV full of buzzwords like 'teamwork' and 'communication skills' without explaining what we mean by them. Anyone can say they're organised so make sure you give an example to demonstrate how you stand out from the crowd.

### The power of google

Many employers admit to 'googling' or searching the names of applicants on social media to see what they can find out! Make sure your online presence is a positive one and if it's not, then consider changing your privacy settings to ensure that you don't leave a negative impression.



How do I write a CV?







## Mental Health Advice and Support

### Managing Mental Health

We recommend checking out resources available on [Mind](#), and [Young Minds](#). They aim to help people understand, accept, and take care of their Mental Health.

[Mind](#) have a large selection of resources and suggestions tailored to young people. They offer support and advice for a variety of topics.

[Young Minds](#) provides advice and support for many situations young people face. From gender identity to concerns at school, they cover every topic in a considerate and respectful way.

### Helplines

For help when struggling with Domestic Abuse: [The Hampton Trust](#)

For someone to talk to when you need it most: [Samaritans](#).

Support for the LGBT+ community: [Galop](#)

Mental Health support for Black people in the UK: [Young Minds](#).

### Local mental health services partners with Shout

Hampshire and the Isle of Wight's NHS 111 Mental health triage team run by Southern Health NHS Foundation Trust, have partnered with 'Shout' to provide in the moment of mental health support to those in the local community.

People who live in Hampshire and the Isle of Wight can now text 'HANTS' to 85258 to be connected to a trained volunteered who can help with anxiety, stress, loneliness, or depression. The key word 'HANTS' represents an acronym for **H**elp **A**n anytime (even at **N**ight), **T**ext us for **S**upport.

Shout's trained volunteers are there for you **24/7** to listen and support you to get to a calmer and safer place. Shout is a free, confidential, anonymous service for anyone in the UK. It won't show up on your phone bill.

### Mental Health Support for Refugees / Asylum Seekers

The [Refugee Council](#) offer a number of Mental Health Support services for both Young People and Adults.

They provide specialist mental health support to help refugees rebuild their lives using the resilience, strength, and skills acquired on their journeys. Their experienced and highly qualified therapists apply a range of evidence-based and best practice approaches.

