



Hampshire Futures Newsletter September 2024

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 2024 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.

Hampshire Futures Website

Have you visited the Hampshire Futures website? It is full of lots really useful resources that may help you, including -

Interactive Careers Videos – videos where you can explore your career ideas and learn about the different roles that your interests can take you.

Employability Skills - there are lots of resources available to help you with things like CV writing and creating covering letters.

Useful Websites – we have done the hard work for you and found some brilliant websites that can help you in lots of ways. Some of these include quizzes and others are more subject focused.

[Hampshire PALL: All Courses](#)





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

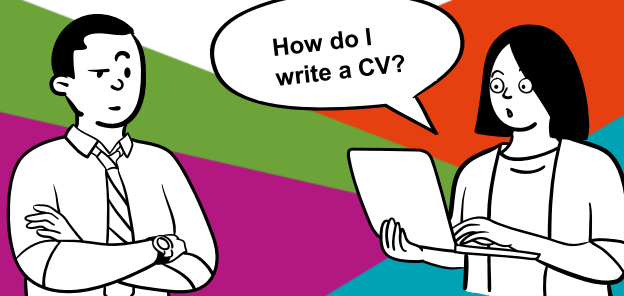
Many employers tend to 'skim' CVs looking for the information that is most relevant and important to them. Keep it to a maximum of two pages and don't use a font size less than 11.

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.





Apprenticeship Vacancies September 2024

Basingstoke and Deane Area

Landscaper Apprentice – Mettagarden

You will immediately be given responsibility to build walls, paving, outdoor kitchens, garden buildings. We firmly believe that you have to learn by doing and we give you plenty of time to practice on real gardens so you will quickly become competent to build quality and efficiently. Our customers are RHS, APL and SGD registered designers. **Closes: Friday 1 November.**

Equine Groom Apprentice – Westfield Equestrian Centre

We are looking to recruit a Level 2 or Level 3 Equine Groom apprentice to work on our livery yard. This is an ideal role for someone wanting to start and or progress their career in the equine industry. General duties to include; mucking out, turning out/bringing in, tack cleaning, as well as other tasks. **Closes: Sunday 29 September.**

Business Administration Apprentice – Crown Lift Trucks

A National Accounts Apprentice has a real responsibility, working on their own initiative to support and engage with different parts of the organisation and interact with internal or external customers. Your role contributes to the efficiency of the organisation, supporting particular areas, working across teams, and resolving issues. **Closes: Friday 13 September.**

East Hants Area

Apprentice Chef –

Marstons – Woodlark, Bordon

We're looking for a motivated individual to join our team as an Apprentice Chef - helping our kitchen team make amazing food for our guests. **Closes: Sunday 29 September.**

Early Years Apprentice –

Busy Bees, Haslemere

Do you want to become a qualified Early Years Professional? Are you serious about a career in the Early Years sector? This role is ideal for anyone who has a genuine passion for working with children and is keen to learn and progress in their own professional development. **Closes: Monday 30 September.**

Eastleigh Area

Reception/Administration Apprentice –

St Andrew's Surgery

Reception and Administration position that makes a real difference to people's lives. This is an ideal opportunity to learn administrative duties and assist in the smooth operation of the practice, whilst developing important people skills. **Closes: Friday 13 September.**

IT Support Engineer Apprentice – Birak IT

Estio Training have an exciting new opportunity for an IT Support Engineer with Birak IT, an IT business based near Southampton. **Closes: Monday 30 September.**

Customer Service Administrator Apprentice –

Elliott Brothers

Are you enthusiastic about delivering great customer service and becoming part of strong team to help drive business forward? Are you looking for a varied role that will expose you to other areas and divisions of the business to support with your all-round development? If so, the Customer Service Administrator (Apprentice) is for you. **Closes: Monday 30 September.**



Apprenticeship Vacancies September 2024

Havant Area

Business Administration Apprentice – Mipa Paints

PETA Ltd are proud to be working alongside MIPA Paints Ltd to recruit and train a successful Business Administration Apprentice. The role is accountable for supporting the management, sales and technical department by providing office and administration support in a timely and accurate manner. **Closes: Monday 30 September.**

Hair Professional Level 2 Apprentice – Charter Cutting Co

This is a great opportunity to join a talented team as a Hair Professional Level 2 Apprentice, completing an apprenticeship whilst working and learning on the job. We are looking for an enthusiastic and eager team member at the start of their career. **Closes: Friday 27 September.**

Gosport Area

Business Systems Apprentice – Velocity 1st

Join Vivid Homes Ltd, a top provider of affordable housing in southern England, as an Application Support Lead Apprentice. This role offers a chance to shape our business systems, learn from industry experts, and develop tech skills. Ideal for driven individuals eager to launch a successful tech career. **Closes: Monday 30 September.**

Finance Assistant Apprentice -

The Salterns Academy Trust

The Salterns Academy Trust are seeking a career driven and aspiring Finance assistant to join their busy team. This is a great opportunity to gain a qualification and additional experience within an office setting. **Closes: Thursday 19 September.**

Fareham Area

Support Worker - Health and Social Care Apprenticeship - Porchester – Albany Farm Care Hampshire

Albany Care are looking for an Apprentice Care Assistant. You will be studying toward your Level 2 Apprenticeship. Albany Care is a provider supporting individuals with Learning Disabilities / Mental Health / Challenging Behaviour and other complex needs, with homes located in Hampshire, Oxfordshire & Northampton. No experience required. **18+ Only! Closes: Monday 23 September**

Recruitment Resourcer Apprentice – Fusion People

Join us as a Recruitment Resourcer apprentice, where you'll gain invaluable skills in both recruitment and sales. This diverse role offers long-term career prospects and a chance to develop your talents within the recruitment industry. Apply now to start building up your professional future! **Closes Tuesday 17 September.**

Chef Apprentice – Harvester – Buckaneer

Join us at Harvester, the nation's family favourite for feel-good dining. Famous for our fresh rotisserie chicken and unlimited salad bar since 1983. Fancy a fresh start? We want to hear from you. **Closes: Monday 30 September.**



Apprenticeship Vacancies September 2024

Hart Area

[Information Communications Technician Apprentice](#) – Freestyle

The job is for an ICT apprentice to join a team of Help Desk Engineers. The role will involve providing support and assistance to users of IT systems and software, as well as troubleshooting and resolving technical issues. The team is expanding, which means there will be opportunities for growth and career advancement. **Closes: Sunday 15 September.**

[Bar and Waiting Apprentice](#) – The Station, Fleet

Join us at Ember Inns, we're a home away from home. Think real ales, traditional pub grub and roaring log fires: we're the local to be proud of. So, if you want to be at the heart of the neighbourhood, we want to hear from you. **Closes: Thursday 19 September.**

New Forest Area

[Leisure Team Member Apprentice](#) – Wealden Leisure

Freedom leisure actively promotes healthy lifestyles, and our community facilities are the perfect place to achieve this. As an apprentice, you'll work at a company and get hands-on experience. You'll gain new skills and work alongside experienced staff. **Closes: Tuesday 1 October.**

[IT Helpdesk Apprentice](#) – Trusted Technology

Working on the busy helpdesk, you will be fully involved in the day to day IT support function, this will include both hardware and software support. You will also be involved in new projects and roll-out of systems. **Closes: Tuesday 24 September.**

[Creative Industries Production Technician](#) – UK Sound and Vision

This is a unique opportunity to join an established technical operations team as a Creative Industries Production Technician Apprentice. An apprenticeship scheme is a great way to start your technical career. As a technical apprentice you will gain valuable hands-on experience working within our technical team whilst working on a variety of events. **Closes: Sunday 29 September.**

Test Valley Area

[Pharmacy Assistant Apprentice](#) – Rushport

This is an exciting role that will include engaging with customers and clients to provide prescription counter services, advice, housekeeping duties such as stock rotation and stock replenishment, helping to deliver a variety of public health services whilst gaining a pharmacy qualification. **Closes: Monday 16 September.**

[Field Engineer Apprentice](#) – EcoLab Manufacturing

Servicing, installing, repairing, and calibrating cutting-edge bio-decontamination equipment used in life sciences, healthcare, and pharmaceutical settings. You'll play a crucial role in maintaining innovative technology that helps protect and improve lives. **Closes: Tuesday 15 October.**



Apprenticeship Vacancies September 2024

Rushmoor Area

Business Admin Apprentice – Saracen Group

A Business Admin apprenticeship with Saracen Group Ltd involves administrative tasks like photocopying, processing mail, maintaining filing systems, and using Microsoft Office. You'll answer phones, liaise with staff and clients, produce reports, input data, manage financial processes, support managers, and contribute to event planning. **Closes: Friday 27 September.**

Financial Services Administrator Apprentice – Switchfoot Wealth

Are you interested in a career in financial services? Do you have excellent communication and organisational skills? Do you want to learn from an award winning financial planner / director and gain a nationally recognised qualification? Do you want to work for a firm trying to save the world through Sustainable Financial Planning? **Closes: Monday 30 September.**

Winchester Area

Outdoor Woodland Learning Practitioner Apprentice – Hardmoor Early Years Centre

We seek to build strong foundations for a happy, successful life. To enable this, our Nursery and Early Years Centre is filled with wonderful play and friendship experiences. We thrive through 'learning journeys' that explore our indoor and outdoors to the full, and we are seeking an apprentice to help us with this. **Closes: Monday 30 September.**

Senior Production Chef Apprentice – ASK Italian

As an ASK Italian Apprentice we'll give you: A bespoke level 3 apprenticeship programme to launch your career with ASK Italian. We will teach you all about our business with the opportunity to gain a full time Sous Chef Role. Our CEO started out as a Team Member – where will your career take you? **Closes: Friday 27 September.**

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.

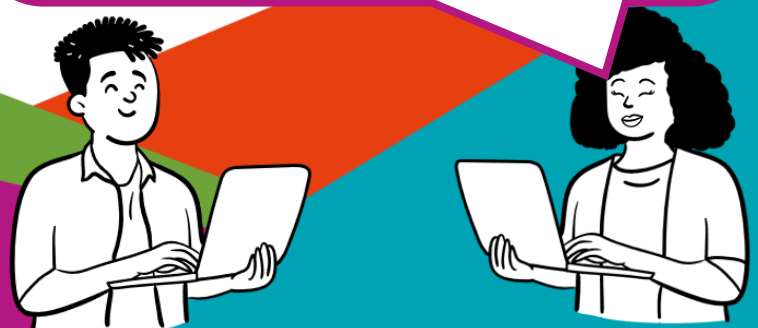
To look for courses you may be interested in check out, [Apprenticeships](#).

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](#).





Prince's Trust Opportunities September 2024

Get Started in NHS Admin

Taster Day: 18th September
Main Course: 24th-26th September
Where: Online via MS Teams
Who: 18-30 year olds

This 3-day online programme is designed to upskill and prepare Young People to apply for a role in NHS Admin.

Over the course of 3 days, young people will learn all about the values and skills required for an admin-based career in the NHS, they'll gain sector-based knowledge, improve employability skills, and hone their interview technique.

At the end of the programme, we support young people to apply for admin roles with NHS Trusts throughout the Southeast and, post-course, for up to 3 months. Young people will also have access to a mentor and a mental health & wellbeing service and can apply for financial support in some circumstances.

Queries:

laura.cottrell@princes-trust.org.uk

Explore Programme 2024

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: RETURNING IN OCTOBER
Where: Southampton & Portsmouth



Prince's Trust

**START
SOMETHING**

(Click on the logo to go straight to the Prince's Trust's website)

Development Awards- 16-30s

Our Development Awards can cover the cost of course fees, tools or equipment in order to help young people anywhere achieve their goals and move into education, training or employment.

Please note if you wish to gain a CSCS card, SIA licence or similar accreditation you must be work ready and prepared to sit the necessary qualifications

When: contact us whenever!
Applications can take 6-8 weeks
Where: Virtual

Enterprise- 18-30s

Our four-day online programme for people who are looking to start their own business. Receive 1-1 support from our experienced mentors who will support you with turning your business idea into a reality.

When: courses are run regularly,
enquire to sign up for the next
available Info Session

Where: Virtual with some face-to-face networking and mentoring



Volunteering and Post-16 Opportunities

There are numerous advantages for you to reap when engaging in volunteer opportunities that you may not have previously explored and it isn't just about working in a charity shop:

- **Gaining new skills** – provides an excellent opportunity to learn and develop practical and personal skills. Training and support may also be available.
- **Making new friends** – reconnects you with your community and helps to create new friendships and helps to combat loneliness and isolation.
- **Mental and physical health benefits** – staying active has a positive impact on overall well-being.
- **Giving back** – sharing your time and skills contribute to the well-being of others and strengthens community bonds.
- **Building confidence** – provides a safe space to regain confidence at your own pace.



Click the logo to go to their website

Safe New Futures Youth Programme

Their programme is suitable for:

- NEET young people aged 16-25 living in the Hampshire & Surrey regions
- Adults living in the Hampshire and Surrey regions

The programme consists of:

A 5-week course consisting of 10 sessions, taking place each Tuesday and Wednesday. Followed by our Pathways workshops these are 12 short sessions that take place on a Thursday afternoon for 12 weeks following the completion of the 5-week course.

The key info:

Session Days & Times: Tuesday and Wednesday between 10:30 am-12:00pm & 1:00pm-2:30pm

Online: Zoom Platform

Search for volunteering opportunities for you:

New Forest National Park Authority – [Volunteer with local organisations](#)

Doit – [Doit volunteers](#)

Volunteer First – [Volunteering opportunities throughout Hampshire](#)

National Trust - [Volunteering in Hampshire](#)

Get Volunteering – [Local volunteering opportunities near Winchester, Hampshire](#)

Hampshire and Isle of Wight Wildlife Trust – [Volunteering Opportunities](#)

NCS – [How To Get Into Volunteering](#)

Hampshire County Council – [Volunteering Opportunities](#)

Hampshire & Isle of Wight Fire & Rescue Service - [Volunteering Opportunities](#)



Army 24 Experience

A free 4-day army life taster event hosted by your Army for 18-49y/o at venues in Aldershot and across the UK.

Follow the link clicking on the logo above, for more information about the 22 events across the UK filled with excitement, challenges, and unforgettable experiences.



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.

Kooth – Online Counselling for 11-25 year olds.

Kooth is a free, safe, online counselling and emotional wellbeing support service for ages 11- 25. Young people can use the website anonymously to access a range of FREE support including 1:1 text- based counselling, 24h messaging to our team of practitioners, journal and goal setting spaces, support forums and helpful articles on wellbeing and current affairs. Young people can self- refer online at any time by visiting www.kooth.com. Kooth is commissioned primarily by the NHS and is the only digital service of its kind to be accredited by the British Association of Counselling and Psychotherapy.

