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| Timings | Monday 29th Nov | Tuesday 30th Nov | Wednesday 1st Dec | Thursday 2nd Dec  | Friday 3rd Dec |
| 10:00 – 10:45 | Welcome and Introductions (MS) | Project 1: Brief – Tell me about DVSA (MS) | Careers SessionNavigating Job Websites (SB) | Personal Brand Session (MS) | Inclusion Session Part 1What is Inclusion and why is it important? (TW) |
| 11:00 – 11:45 | Welcome from Loveday Health & Safety and Staying Safe Online (MS) | 1-2-1’s Research Time | How to write a CV and STAR examples (SB) | Introduction to the task Personal Brand and SWOT (MS) | Inclusion Session Part 2 (TW)SNG Chair Story Dianne ChaplowQ&A |
| 11:45 – 12:45 | LUNCH | LUNCH | LUNCH | LUNCH | LUNCH |
| 12:45 – 13:30 | The agenda moving forward (MS) | Project 1: Research time | Individual Time:Work on CV & STAR | Individual Time: Work on Personal Brand and SWOT | 1-2-1’s |
| 13:45 – 14:30 | About DVSA and Introductions to first project (MS) | Project 1: Share  | 1-2-1’sFocus on CV and STAR examples  | Share: Share your Personal Brand work | Free time |

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| Timings | Monday 6th Dec | Tuesday 7th Dec  | Wednesday 8th Dec | Thursday 9th Dec | Friday 10th Dec  |
| 10:00 – 10:45 | Interview Technique Presentation (SB) | Project 2: Wellbeing Introduction Session (MS) | Leadership Story and Q&A Alex Fiddes: Social Mobility Champion | Project 4: Employer Brand Session (BA/MS) | Project 4: Presentation |
| 11:00 – 11:45 | Individual TimePrepare for Mock Interview  | Project 2: Research Time | Growth Mindset & Skills Workshop (RH/MS) | Project 4: Employer Brand Session Continued/Research Time | Next Steps (MS) |
| 11:45 – 12:45 | LUNCH | LUNCH | LUNCH | LUNCH | LUNCH |
| 12:45 – 13:30 | Mock Interviews  | Project 2: Research Time  | Goal Setting Workshop (RH/MS) | Project 4: Research Time | Celebration/Wrap UpLoveday |
| 13:45 – 14:30 | Group Reflection on Interviews | Project 3: Share | 1-2-1’s | Project 4: Research Time | Free time |