



LOOKING FOR YOUR NEXT CAREER OPTIONS?

Sources of support.

This guide is designed to help you access resources and support to develop your skills, start or grow a business or help find employment.

If you would like more detailed information or to discuss your career options in more detail with one of our Careers & Employability Advisers please contact the Changemaker Hub on 01604 892727 or changemakerhub@northampton.ac.uk

Career Change Information

The National Careers Service

In addition to the DWP, the main website that can help you to find work is the National Careers Service (NCS):

<https://nationalcareers.service.gov.uk/>

The National Careers Service gives you the opportunity to talk to a Careers Adviser about your future and provides a wealth of information and activities to help you. You can get help with everything from working out what you want to do, to dealing with application forms and interviews.

Click on any of the options in the list of areas the National Careers Service can help with to be taken to a web page:

- [How to find job vacancies:](#)
- [Find out what different careers involve:](#)
- [Assess your skills:](#)
- [Help to get a job:](#)
- [How to write a CV:](#)
- [How to write a Cover Letter:](#)
- [How to fill out an application form:](#)
- [Interview advice:](#)
- [Use your network to find a job:](#)

New Skills

Are you thinking about returning to study or looking to upskill? Further education can help new careers and opportunities. We'll support you every step of the way whichever course you choose – providing you with first-class teaching, modern facilities, impressive accommodation and great learning

www.northampton.ac.uk

Online platform 'The Skills Toolkit' will help people to build their skills during the Coronavirus outbreak and beyond. Free courses are available through a new online platform hosted on the gov.uk website, called [**The Skills Toolkit**](#). The new platform gives people access to free, high-quality digital and numeracy courses to help build up their skills, progress in work and boost their job prospects.

You can find courses at local colleges by using this link: <https://nationalcareers.service.gov.uk/find-a-course>

You can access free courses known as MOOCs (Massive Open Online Courses) online to develop your skills and knowledge. These are courses that have been created by institutions all over the world and cover a vast range of topics. [**Click here to see some good examples.**](#)

New Skills

BT Skills for Tomorrow is giving 10 million people the skills they need to make the most of life in the digital world we live in. It's completely free and designed to help everyone, including content specifically for jobseekers.

Topics include:

- Making your CV work for you
- Be a hit at interviews
- Preparing for a career in the digital work place
- Developing innovative digital ideas

To get started visit www.bt.com/skillsfortomorrow

Start a Business

If you are considering starting a business, University of Northampton's Business Support Team can help you, with webinars, 1-2-1 free business advisor support, guidance, workshops, grants and more.

Website: <http://www.unbizteam.com/>

Tel: 01604 892328

Email: business_support@northampton.ac.uk

Job Search

You can begin your job search at the DWP's site:

<https://findajob.dwp.gov.uk/>

Other useful websites:

- <https://www.totaljobs.com/>
- <https://www.indeed.co.uk/>
- <https://www.jobsite.co.uk/>
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Look at the websites of companies you'd like to work for and see if you can register for vacancy details to be sent to you.

Employment agencies such as Agency Central enables you to identify employment agencies in your area that recruit for the type of work that you're looking for:

<https://www.agencycentral.co.uk/>

Details of your rights if you're facing redundancy, or have been made redundant can be found at:

<https://www.acas.org.uk/your-rights-during-redundancy>

Making a benefits claim online:

<https://www.gov.uk/contact-jobcentre-plus/new-benefit-claims>