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Explore Your Horizons: Speed Networking Event 2018

Business Volunteer Top Tips

Thank you for supporting Explore Your Horizons: Speed Networking Event 2018! We hope you have a great day inspiring young people from across London.

We've put together some example questions and prompts, to support you in creating positive networks with the young people you will meet. We have also included information about further volunteering with Team London and how to join in the conversation on social media.

We hope you have a fantastic day. If you have any questions during the event, please ask a member of Team London or one of our Event Volunteers. You will find us in the blue t-shirts!

Event objectives

- To support young people to understand different career pathways, including apprenticeships.
- Increasing the number of quality encounters young people have with the world of work, before they leave school.
- To help young people develop their communication skills and confidence in interacting with adults in a professional setting.

Event Context

Students attending will be from Years 9 & 10 (13-15 years old). At this stage of their education, these students will be deciding/have recently decided their GCSE subjects. It is important for them to understand the importance of soft skills development in addition to their academic studies.

The students are at the very beginning of their career journey. Please ensure the language you use is easy to understand as possible, particularly as many of the students may have English as an Additional Language.

All the students attend schools that are part of the London Enterprise Adviser Network. These schools have been encouraged to select students who are at risk of under achieving academically or those that have not previously taken part in opportunities like this.



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General tips and tricks

1. The students won't be familiar with many terms and acronyms that you may use in your role. Please try to avoid jargon as much as possible when describing your role. If the student is struggling to understand your role try to focus on the tasks you do day to day, the transferable skills you rely upon to do them and what you like about your role.
2. Although we will have made every effort to prepare the students for their interactions with you, there may be some students who struggle to interact with you for the full 5-7 minutes. If this happens try to ask them questions, utilising the example questions below or asking them about their school and wider life if they have run out of questions to ask you.
3. For safeguarding reasons, please do not exchange contact details with the students. If you wish to get in contact with a student after the event to offer them an opportunity, please take down the student's name and school. You can then contact enterpriseadvisers@london.gov.uk after the event to arrange this through the school.
4. It is highly unlikely that there would be any significant behaviour issues at this event, most of the students are likely to be excited (if a bit nervous) to meet you. If you do have any issues, please gain the attention of a Team London event volunteer (in a blue t-shirt) who will be able to offer support.

...and finally

One of the aims of this event is to develop the students' communication skills and confidence interacting with adult professionals. The students in attendance will all be at different stages with this and your speed networks with the students will all be different. For some, simply shaking your hand and looking you in the eye will be a big step for them. For others, seven minutes won't be enough time!

Please keep this in mind as you meet each student and support them to make the most of this fantastic opportunity!

Example questions

1. What skills do you think employers look for when hiring young people?
 - *Explore the young person's perception of skills*
 - *Relate to own experiences of what you look for when hiring staff in terms of skills and motivations*
2. In what ways do you feel school will benefit you in the future?
 - *Skills learnt in schools are beneficial to future jobs*
 - *Do they take part in any after school clubs?*



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- *Commitment to studies at an early age is something employers look for*
4. What GCSEs did you choose? How do they reflect the type of job you would like in the future?
 - *How much research did they do?*
 - *Are there any subjects that they feel they are good at? What kind of jobs might that subject help with.*
 5. Where do you think you may want to do work experience in the future?
 - *Trying to source own work experience will be beneficial*
 - *Make the most of valuable time spent in work placements*
 6. What do you want to do when you leave school?
 - *Explore whether students are thinking about college. Are they thinking about A Levels and university? What about apprenticeships?*
 7. What do you know about apprenticeships? Do they appeal to you?
 - *Are they something that appeal? Do they know about degree apprenticeships?*
 8. What hobbies do you enjoy?
 - *Introduce the idea of transferable skills*
 - *Hobbies are important when looking for a job*
 9. How do you think volunteering could help you stand out when you are looking for a job?
 - *Through volunteering, the young person will be able to gain valuable employability skills*
 - *Explore what causes they feel most passionate about, with regards to future volunteering opportunities*

Volunteering with Team London

If you would like to find out more about volunteering with Team London, the London Enterprise Adviser Network, or other ways to get involved, please speak to a member of the team at the Team London Business Stand, located in the Yellow Zone. You can also find out further information at www.london.gov.uk/volunteering.

We want to hear from you!

Join the conversation on Twitter and let us know your thoughts on the day. Find us using #ExploreYourHorizons



@TeamLDN
@HomeofCricket

