



Christian Alliance Cheng Wing Gee College 2017-18
Work Plan on Life Planning Education and Career Guidance Service

Objectives	Strategies	Success Criteria	Methods of Evaluation	Allocation of CLP Grant (\$)
1. Enable Individual Student Planning through Self and Career Exploration	<u>S1-3 Self-Exploration Engagement</u> Formulate a series of self-exploration activities to facilitate students' self-understanding in academic competence, transferable skills and interest profile as well as career aptitude in a reflective way and allow refinement of study plan to be followed accordingly through individual/ small-group counseling.	<ul style="list-style-type: none"> • An array of self-exploration workshops, integrated with Life-education curriculum, and career counseling sessions is carried out across the junior levels. • Students aware of their personality traits, set SMART goal and create action plan. 	<ul style="list-style-type: none"> • Qualitative assessment based on student feedback and study plan • Quantitative assessment made through student evaluation questionnaire 	Organizing student workshops S.3 CHOICES 11,300 S.2 JOBS 11,300 S.1 DREAM 7,300
	<u>S4-6 Career-exploration Engagement</u> Arrange a series of career planning workshops, consultation interviews and personal statement writing practicum to provide students individual guidance on how their academic aptitude, personal attributes, work values as well as career aspirations match well with different fields of further study and their future career choices.	<ul style="list-style-type: none"> • An array of career-exploration workshops and career counseling sessions is carried out across the senior levels. • Students are guided, step-by-step, to make their study and career plan reflectively, based on a genuine understanding of their interests, abilities and orientations. 	<ul style="list-style-type: none"> • Qualitative assessment based on student feedback and career plan • Quantitative assessment made through student evaluation questionnaire 	Organizing student workshops S.6 Personal Statement Writing 13,000 S.5 Interview Preparation Skills 13,000 S.4 Careers Planning 14,000
	<u>S3 Basic Interest Marker Test (BIM) and S5 Career Interest Inventory Test (CII)</u> Conduct BIM and CII, on-line aptitude assessment by HKACMGM, to assist students in exploring their interests profile and career potential in an in-depth qualitative manner, as well as to provide formative analysis on their career development needs.	<ul style="list-style-type: none"> • Over 90% of students complete the BIM/ CII assessment. • Make available individual assessment report for class-teacher and parent to reveal student career interests. • Provide analysis for follow-up counseling and planning career-related programmes. 	<ul style="list-style-type: none"> • Overall school report • Record of student assessment results • Formative analysis on student interests profile and career-decision deficiency quotient (CDDQ) 	Subscription of student accounts S3 ~135 BIM accounts 4,000 S5 ~135 CII accounts 4,000

Objectives	Strategies	Success Criteria	Methods of Evaluation	Allocation of CLP Grant (\$)
2. Organizing School-wide Career Guidance Activities	<p><u>S3 Senior Secondary Subject Choices</u></p> <p>Conduct experience sharing sessions and thematic talks on school-based senior secondary curriculum and its streaming policy to enable students to know more about their senior secondary subject choices.</p>	<ul style="list-style-type: none"> • An array of information talks, sharing sessions and parent talk is conducted. • Students make informed choice on their NSS electives. 	<ul style="list-style-type: none"> • Feedback from class teachers • Student evaluation questionnaire 	<p>Guidance Programme:</p> <p>Exploring RIASEC 4,000</p> <p>CWGC Senior Secondary Curriculum 4,000</p>
Focusing on Study Paths	<p><u>S2-S4 Diversified Study Paths for Early School Leavers</u></p> <p>Arrange a series of job-site visits, guided-tours and admission talks on work-based learning programmes and study opportunities offered by Senior Secondary Schools and Vocational Training Council for students with other potential to explore occupational choices and alternate study paths under NAS.</p>	<ul style="list-style-type: none"> • An array of VTC admission talk, parent talk and guided-tours is arranged for target students and parents. • Students make informed choice on their further studies, training and vocational education. 	<ul style="list-style-type: none"> • Feedback from class teachers • Student evaluation questionnaire 	<p>Subsidy for transportation 10,000</p> <p>Souvenir for guest speakers 3,000</p>
	<p><u>S4-S6 Progression Path for Senior Secondary Graduates</u></p> <p>Organize thematic talks on NSS multiple-pathways, study options at different levels based on students' interests and various admission schemes paired with preparation courses on JUPAS prioritization, admission interview, OEA /SLP assessment and mock HKDSE results release workshop to support students in their planning on further studies, career and training options.</p>	<ul style="list-style-type: none"> • An array of admission talks, parent talks on multiple pathways, preparation courses and mock HKDSE results release workshop is conducted. • Students develop career planning skills and make informed choice on their tertiary education options. 	<ul style="list-style-type: none"> • Feedback from class teachers • Student evaluation questionnaire 	<p>Mock DSE Results Release Workshop 14,000</p> <p>English Interview Skills Workshop 4,000</p> <p>JUPAS Admission Talk 4,000</p> <p>Local Degree/ Sub-degree Programmes 4,000</p> <p>Further Studies in Mainland & Taiwan 4,000</p> <p>Oversea Higher Education 4,000</p> <p>Guidance on HKDSE RR Day 5,000</p> <p>S5 & 6 Parents Nights 4,000</p>

Objectives	Strategies	Success Criteria	Methods of Evaluation	Allocation of CLP Grant (\$)
3. Linking Study Opportunities and Career Choices	<u>S1-S6 Career Kaleidoscope @ CWGC</u> Provide opportunities for students to interact with distinguished industry leaders and alumni from various professional fields to learn from their success stories and insight in life, as well as to gain first-hand knowledge about the real world career landscape.	<ul style="list-style-type: none"> • 2 whole-school mass events are held. • Students are encouraged to take an early start in equipping themselves and preparing for their future success 	<ul style="list-style-type: none"> • Feedback from class teachers and student reflection • Student evaluation questionnaire 	Career Express 30,000 Souvenir for guest speakers 3,000
	<u>S1-S6 Career Dimensions: Discipline-specific Workplace Tours</u> Provide opportunities for students to participate in a range of discipline-specific workplace tours given by professional training associations to gain understanding about various occupations with respect to their job expectation, career paths and prospects.	<ul style="list-style-type: none"> • A variety of discipline-specific workplace tours that cater to students' career interests are held. • Students gain understanding of the contemporary job market requirements. 	<ul style="list-style-type: none"> • Student evaluation questionnaire 	Subsidy for transportation 10,000 Souvenir for guest speakers 3,000
	<u>S3-S6 Career Outlook: Subject-specific Taster Programmes</u> Provide opportunities for students to participate in various subject-specific taster programmes and faculty guided-tours to explore the further studies, training and occupation options opened up for their particular senior secondary subject choices.	<ul style="list-style-type: none"> • A variety of subject-specific taster programme are held. • Students know more about the advancement options and career opportunities for their subject choice. 	<ul style="list-style-type: none"> • Student evaluation questionnaire 	Subsidy for transportation 10,000 Souvenir for guest speakers 3,000

Objectives	Strategies	Success Criteria	Methods of Evaluation	Allocation of CLP Grant (\$)
4. Facilitating Career-related Learning Experiences	<p><u>S3-S5 Student Company Programme (JACP)</u></p> <p>Support students to take part in JACP, an 18-week entrepreneur adventure that inspires and empowers students to create their first enterprise in life under the guidance of business advisors, and put their creativity and business acumen into action by launching their products in the real marketplace at the annual JA public trade fair.</p>	<ul style="list-style-type: none"> • Student Company accomplishes all JACP milestones, takes part in the public trade fair and fulfils CSR responsibility. • Students develop and practice entrepreneurship, leadership and team building spirit. 	<ul style="list-style-type: none"> • Interim and final evaluation questionnaires • Company annual report • Students' learning reflection 	Trade Fair Booth Design 4,000
	<p><u>S1-S6 CRE Learning Programme/ Mentorship Programme</u></p> <p>Liaise and collaborate with alumni, competent NGOs, business communities and professional association to provide a range of quality CRE learning programmes / Mentorship programme to further equip students with knowledge, skills and positive attitude towards work and integrate their career/ academic aspiration with whole person development and life-long learning.</p> <p>In-house Programme (serve as host school):</p> <ul style="list-style-type: none"> • Success Skills Workshop • Personal Finance Workshop, etc. <p>Off-campus Programme:</p> <ul style="list-style-type: none"> • Job Shadowing Programme • TEDxYouth @ Hong Kong, etc. <p>Mentorship Programme by Alumni</p>	<ul style="list-style-type: none"> • CRE/ Mentorship programmes are arranged in a diversified level to cater for different individual needs. • Students gain exposure, develop career aspirations, work readiness and positive work ethics. 	<ul style="list-style-type: none"> • Student evaluation questionnaire • Students' learning reflection 	Organizing student programmes 50,000 Career Counselling Room 40,000 - Book Shelves - Cabinets General items 5,000 - Photocopying - Certificate printing - Reference Materials - Stationery - HKACMGM membership fee

Objectives	Strategies	Methods of Evaluation	Allocation of CLP Grant (\$)
5. Enhance the capacity of schools and teaching team	Employ 0,5 CM teacher <ul style="list-style-type: none"> • teach 2 Chinese History, 1 History & 3 LS Classes = 27 lessons (subsidized by school Salaries Grant) • support Career Guidance Work – <ul style="list-style-type: none"> - developing career education curriculum, - organizing CRE outings, - career information sorting and dissemination, etc. 	<ul style="list-style-type: none"> • Teacher evaluation questionnaire 	(HK\$ 14,000 + 5% MPF) x 11 months = HK\$161,700
	Purchase of IT equipment [40 iPads with 2-yr warranty] <ul style="list-style-type: none"> • conducting on-line Basic Interest Marker Test (BIM) and Career Interest Inventory Test (CI) for S3 & S5 students • supporting Career-mapping interviews which held regularly throughout the school years for S1 to S6 students. • allowing students to practice the use of career information related to further studies and occupations 		(HK\$ 3,000 x 40) = HK\$120,000