

Bournemouth Ministay

Working Life Sample Programme

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
MORNING	Arrival to the UK	The Changing world of work - exploring career opportunities Writing a CV	Writing a CV	Company Visit & Cover Letter	Preparing for a job interview	Economic & financial aspects of working life, interviewing professionally active people	Free morning with your Group Leaders
		09.00 - 10.30	09.00 - 10.30	09.00 - 10.30	09.00 - 10.30	09.00 - 10.30	
		LESSON 1+2	LESSON 1+2	LESSON 1+2	LESSON 1+2	LESSON 1+2	
		Placement Test and an induction into the world of work - What career paths are possible? University? Work? What else? Which to choose and why?	What does a CV look like? - Layout and content Write your own CV	Evaluation and assessment of the company visits followed by a group debate	What questions can I expect during my interview? What questions am I allowed to ask?	With the job comes money and responsibilities - What do I need to pay for and why? What can I afford? Am I even able to save some money?	
		BREAK	BREAK	BREAK	BREAK	BREAK	
		11.00 - 12.30	11.00 - 12.30	11.00 - 12.30	11.00 - 12.30	11.00 - 12.30	
		LESSON 3+4	LESSON 3+4	LESSON 3+4	LESSON 3+4	LESSON 3+4	
		Exploring career paths and reflecting on your own experience, skills, knowledge and personal qualities	What is a cover letter and why do I need one? Write your own according to your CV	Researching jobs - Which websites to use and why? Where to find the right sources of information?	Conducting interviews - role play - Get to play a future employer and conduct interviews as being interviewed	Individual guidance about career paths, job applications, job roles etc.	
		12.30 - 13.00	12.30 - 13.00	12.30 - 13.00	12.30 - 13.00	12.30 - 13.00	
Packed lunch	Packed lunch	Packed lunch	Packed lunch	Packed lunch	Packed lunch		
AFTER-NOON	Welcome Meeting	13.00 - 14.30	13.30 - 16:30	13.00 - 14.30	13.00 - 14.30	13.00 - 14.30	Departure
		LESSON 5+6	Company Visit 1	LESSON 5+6	Company Visit 2	LESSON 5+6	
		What does a CV look like? - Layout and content Write your own CV		Do's & Don'ts during a job interview What part does body language play?		Discussion: How will my life change when I start working? Summary of achieved objectives.	
		14:30 - 17.00	16.30 - 17.30	14:30 - 17.00	14:30 - 17.00	15.00-16.00	
		Orientation Tour	Free afternoon with your GLs	Indoor Cinema	Free afternoon with your GLs	Graduation Ceremony & Cream Tea	
EVENING	18.30 Dinner	18.00 Dinner	18.30 Dinner	18.00 Dinner	18.00 Dinner		
	Chill'n'Relax @ your homestay	Free evening with your GLs	Free evening with your GLs	Free evening with your GLs	Free evening with your GLs	Free evening with your GLs	
		22.00 or 23.00: Curfew*	22.00 or 23.00: Curfew*	22.00 or 23.00: Curfew*	22.00 or 23.00: Curfew*	22.00 or 23.00: Curfew*	

***22.00 for 15 years old, 23.00 for 16 & 17 years old. Students sharing the same host family have to respect the curfew of the youngest one.**