



## Provide a career skills workshop

Request STEM Ambassadors to support with developing career skills, for example interview skills, writing a CV and writing a personal statement. This might involve doing a talk on a career skill topic, running an activity or being part of a team of STEM Ambassadors supporting a skills workshop.

Take a look at this example activity for ideas on what information you will need for your STEM Ambassador request:

About the Activity	
<b>Activity Name</b>	<i>This will be the first thing the STEM Ambassadors see so make it clear and concise. You can add your school name here to attract local Ambassadors. For example:</i> Mock interviewers needed for A level students in Birmingham.
<b>What do you want the STEM Ambassador to do?</b>	Employability skills session e.g mock interviews/CV writing
Audience time and date	
<b>About the audience</b>	<i>You can choose multiple ages or audience types. For example:</i> 16 – 19 years students
<b>Where will you activity take place?</b>	<i>Will it be online, at your school / college or at an alternative site?</i>
<b>Date and Total duration of the activity?</b>	<i>How many hours will you need them to help you for?</i>
About the STEM Ambassadors you require	
<b>How many STEM Ambassadors will you need?</b>	<i>Depending on your activity, you may need more than 1. For example:</i> 3 STEM Ambassador interviewers
<b>General area of expertise</b>	<i>Will they need to have knowledge of a particular area of STEM? For example:</i> Science, Technology, Engineering, Maths
<b>Specific areas of expertise</b>	<i>Are there any areas it would be particularly good if the Ambassador had knowledge or experience of? For example:</i> Mock interviews, CV writing
<b>What is the overall aim of the activity?</b>	We would like our A Level students to practise their interview skills, in preparation for university, apprenticeship and job interviews.
Short description of the activity	
<i>This is where you can describe the activity that you would like the STEM Ambassador(s) to do, it is worth noting where you can/can't be flexible. For example:</i>	
<p>We are running a mock interview event for A level students. The event is scheduled for 1 hour on the 16<sup>th</sup> of January, from 3 – 4pm, on the same day as our careers fair. The students will be split into small groups for a range of careers activities. We would like 3 STEM Ambassadors to each run 5 x 10min 1 to 1 interviews with students that have expressed interest in future careers in STEM industries. We expect most students to have never done an interview before so this experience will be really useful as they prepare for university and job interviews. We will make sure that the students come prepared to talk about themselves and their experiences. We would ideally like the STEM Ambassadors to have some questions prepared for the interview, so that it is as similar to a job interview as possible. To say thank you, we can offer tea and biscuits!</p>	

## How do I request a STEM Ambassador?

Request a STEM Ambassador by visiting [STEM Ambassadors](#) or following the instructions below:



Log in to your STEM Learning account and [create your activity request here.](#)