

GUIDE TO

THE 100% EMPLOYMENT SUPPORT GUARANTEED PROGRAM



LOGAN
BUSINESS COLLEGE



PREAMBLE

The College management goal is to support all LBC learners to reach their fullest potential whether in their career path or entrepreneurial aspiration or to become responsible citizens in their walks of life. The College also committed to challenge the current unemployment problem and support to obtain employment by LBC graduates through various initiatives. In the recent past there have been many factors that have caused the qualified graduate routes into employment. They include:

- Little expectations and aspirations around access to employment across our national labor markets.
- Less priority given to generate new jobs by the private, public, parastatal industries/ corporations /institutions and Government.
- Limited or no career advice courses and trainings in educational institutions
- No clear strategic approach across future career /other pathway
- Families / societal aspirations for their young people or graduates
- Insufficient information, advice, and guidance services
- Lack of focus on how to present what they **can offer** rather than what they **cannot do**.

To improve outcomes for LBC graduates the College has planned to have a dedicated Employment Support Program Officer/ Career Coaching Advisor at early stages of their education. Every single Year-3 and Year-4 students will be given equal opportunities to bring positive changes to attitude and approach towards highly competitive job markets and ensure the best job opportunities will be ready when they graduate with the most in demand practical skills and professional certifications wherever possible.

Note: This program is designed to be implemented in four stages for a period of two years. However, those who enrolled to pursue their studies with 1-year duration certificate or postgraduate diploma learners can also get the benefits if they wish on request to attend whatever available phases of the program is available as per the college schedules.

CONCEPTUAL VIEW OF THE PROGRAM

The diagram below clearly sets out the phase wise pathway information to attain employment



4-WAY MODEL TO EMPLOYMENT

The pathway model is designed to give an overview of LBC commitment to “100% Employment Support Guaranteed” services in structured way as follows:

1ST WAY: ACCESS TO INFORMATION

Access to up-to-date, timely and accurate information is essential to enable learners to make informed decisions about future careers or other pathways. Under this phase all 3rd and 4th year students will receive the following on regular bases.

- Decision on pathway planning towards further education or employment or entrepreneurship
- Learn to access to accurate Information, advice, and guidance on the above
- Clear assessment or understanding of Student Current Skills Vs Required Skills for Advertised Jobs to identify the skill gaps to upgrade.
- Timely decision on eligibility and applications to upgrade the skills
- Optimal use of freely available skill trainings, careers advice and services
- Decision on pathway planning

1ST WAY: ACCESS TO INFORMATION

Regardless of the study year, the learners can learn the skills that will help to find employment in the future. Once the learners have an idea of how their pathway into employment may look, they can start to assess what skills they need to learn, practice, and enhance. There are a variety of ways the learners can learn and practice the skills that they need.

There are some specific skills that the learner may need to practice helping to get a job

- Control of anxiety when attending a job interview
- Personal presentation skills, for example wearing appropriate clothing for an interview
- Writing a CV and covering letter
- Applying for a job
- Interview skills
- Communication skills and presenting views in logically way

2ND WAY: SKILLS DEVELOPMENT

According to the World Bank, when skills development is done correctly, it can reduce unemployment and underemployment issues, and increase productivity in the economy. In this phase of the program the LBC learners have choice to enhance wide range of following skills on free of cost.

- 21st century employment skills to get jobs
- Interviewing skills
- CV writing skills
- Presentation skills
- Job seeking skills

All 3rd and 4th year LBC learners are eligible and can learn these skills through a variety of education and training programmes from a range of providers without any free / cost as per the College schedules. However, the learners have an obligation to adjust their personal schedules to balance both regular academic work and these skills-based training.

3RD WAY: ACQUIRING EXPERIENCE

First-hand experience is arguably the best way to gain a better understanding of a job role and responsibilities. However, there are more options than just work experience in its purest form. During this phase the LBC learners will be exposed to real time work environment under proper guidance to supervision by the employer / supervisor on the following:

3RD WAY: ACQUIRING EXPERIENCE

- Development of opportunities and support to access to learners via internships / attachments
- Work based experiential learning
- Taste before you Drink” model opportunities
- Exploring choice of opportunities reflecting the diverse industries
- Learnings on how to build effective employee and employer engagement
- Developing commitment to work and performance

Taste before you Drink model: At times the learners may be provided opportunities to take part in a traineeship for a very short duration to gain one or two practical skills which are vital for their career prospectus. It is entirely different from an assessed internships /work-based learnings or attachment program.

Traineeship is an education and training programme with work experience. It is designed to give learners the skills and experience that employers are looking for.

4TH WAY: KNOW ABOUT RECRUITMENT AND RETENTION

By the end of this phase learners should have a clear idea of the type of work or entrepreneurial aspiration or further education they would like to do. The College will invite a wide range of small, medium, large sized private, public and parastatal businesses / Industries / companies in a range of sectors to visit the college for campus placements or share their success stories. Finding a job that suits learners and remaining in that role rests on many factors. But help to find employment and long-term career planning, keep abreast with opportunities available, applying on time, getting, and keeping employment, smart ways to negotiate salary packages and benefits are certainly essential requirements to learn to be successful in highly competitive and rapidly emerging 21st century employment markets.

TRANSITION BETWEEN PURSUING LBC LEARNING PROGRAMMES AND EMPLOYMENT / OTHER PATHWAYS

