

**Ying Wa Girls' School
Careers Committee
Annual Plan
2021-22**

PART I

Major Concerns

- ◆ Empower: To promote multiple pathways
- ◆ Engage: To enhance students' job readiness

Intended Outcomes / Targets

1. Senior secondary students more certain about their further studies plans
2. The majority of students have adequate understanding of their academic and career interests
3. Develop students' skills and characteristic of a good employee
4. More collaboration between Careers Committee and other teachers / groups / school partners

| <i>Strategies</i> | <i>Success Criteria</i> | <i>Persons Responsible</i> | <i>Method of Evaluation</i> | <i>Resources Required</i> |
|---|---|--|--|--|
| <p>1. To promote multiple pathways</p> <ul style="list-style-type: none"> ◆ Encouraging S4-6 students to attend university or tertiary institution information days/ webinars ◆ Encouraging S3-6 students to attend talks or exhibitions for overseas studies ◆ Enriching S5-6 students' knowledge for multiple pathways | <ul style="list-style-type: none"> ◆ 50% S4-6 students attend 2 or more university or tertiary institution information days/ webinars ◆ 20-30 S3-6 students attend talks or exhibitions for overseas studies ◆ Invite old girls to share in both local and overseas studies experience in S5 Pre-JUPAS Conference ◆ Over 70 % of S5 parents and students sign up for Talk on JUPAS & Multiple Pathways ◆ Over 70 % of S6 parents and students sign up for HYC DSE Day Talk ◆ All S6 students discuss subject choice plans (local or overseas studies) with Careers Teachers/ Class Teachers | <p style="text-align: center;">KK, GY, GI</p> <p style="text-align: center;">LG, GY</p> <p style="text-align: center;">GY, LG, KK, MA</p> <p style="text-align: center;">KK, GY, HN</p> <p style="text-align: center;">GY, KK, LG</p> <p style="text-align: center;">All Careers Teachers</p> | <ul style="list-style-type: none"> ◆ Teachers' observations ◆ Students' feedback | <ul style="list-style-type: none"> ◆ S6 Class Teachers' support ◆ Good communication with local tertiary institutions and external organizations ◆ Old girls' support |
| <p>2. To enhance students' job readiness/ understanding</p> <ul style="list-style-type: none"> ◆ Encouraging S4-5 students to attend job shadowing activities/ experimental learning/ service projects ◆ Encouraging S3-5 students to attend Mentorship prog/ Career Expo and strengthen alumni network ◆ Improving Junior Form students' job understanding | <ul style="list-style-type: none"> ◆ Over 35 S3-5 students sign up for Mentorship prog ◆ Over 90 S3-5 students sign up for Mentorship prog Career Expo ◆ Over 20 S4-5 students sign up for job shadowing activities/ experimental learning/ service projects initiated by Careers Committee ◆ Over 50 Junior Form students play careers card game ◆ S2 students improve job understanding and their self-understanding via Careers workshops | <p style="text-align: center;">HY, GY, PY</p> <p style="text-align: center;">HY, GY, PY</p> <p style="text-align: center;">All Careers Teachers</p> <p style="text-align: center;">Careers Assistants HY, PY & S2 Class Teachers</p> | <ul style="list-style-type: none"> ◆ Teachers' observations ◆ Students' feedback | <ul style="list-style-type: none"> ◆ Careers Assistants & S2 Class Teachers' support ◆ Alumni network |

Life Planning Benchmarks 2021-22

| | <i>Basic</i> | <i>Self-understanding</i> | <i>Life Planning Activities</i> | <i>Careers Choices / Products</i> |
|-----------|-------------------------|--|---|---|
| S2 | 3 OLE periods | Basic self-understanding | <ul style="list-style-type: none"> ◆ Simple job search ◆ 1 careers quiz | Dream job |
| S3 | 6 OLE periods | <ul style="list-style-type: none"> ◆ Career Interest Inventory (CII) short version (Chi) | <ul style="list-style-type: none"> ◆ 1 careers workshop ◆ 1 careers conference on NSS subject choices ◆ 1 experience sharing session by senior students ◆ Mentorship Programme (optional) ◆ Career Expo (optional) | Plan for NSS subject choices |
| S4 | 2 OLE periods | <ul style="list-style-type: none"> ◆ John Holland's Self-directed Search (SDS) | <ul style="list-style-type: none"> ◆ Debriefing on SDS (S4) ◆ 2 careers conferences (S5) ◆ 2 university information days/ webinars ◆ Mock DSE Day (S5) | Major career interests |
| S5 | 6 OLE periods + 3 hours | <ul style="list-style-type: none"> ◆ Career Card analysis (optional) ◆ Job-tionary analysis (optional) | <ul style="list-style-type: none"> ◆ Coaching on JUPAS Self-account (S5) ◆ Mentorship Programme / 1 business partnership / work experience activity ◆ Career Expo (optional) ◆ 1 career talk / visit | <ul style="list-style-type: none"> ◆ 2-3 fields of academic / career interest ◆ Top 6 JUPAS choices by end of March ◆ Top 10 JUPAS choices by end of summer holidays ◆ JUPAS Self-account by end of summer holidays |
| S6 | 4 OLE periods | Optional <ul style="list-style-type: none"> ◆ Career Card analysis ◆ Job-tionary analysis | <ul style="list-style-type: none"> ◆ 2 careers conferences ◆ 1-2 university information days/ webinars ◆ 1 mock interview workshop (optional) ◆ Tips on personal statement & resume | <ul style="list-style-type: none"> ◆ 20 JUPAS choices ◆ Revised JUPAS Self-account ◆ JUPAS SLP (optional) |

**Ying Wa Girls' School
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PART II

A. Core Programmes

| <i>Date</i> | <i>Time</i> | <i>Duration</i> | <i>Target</i> | <i>Activity</i> | <i>Venue</i> | <i>Persons-in-charge</i> |
|--------------------|------------------|-----------------|----------------------------|--|----------------------------|---|
| Sep 24, 2021 (Fri) | P.9-10 | 2 lessons | S6 | S6 Careers Conference | Hall | KK, GY, LG |
| Oct 22, 2021 (Fri) | P.9-10 | 2 lessons | S5 | S5 Careers Conference | Hall | GY, KK, MA, HY |
| Oct 30, 2021 (Sat) | 11:30-12:30 pm | 1 hr | S3 parents | HYC Talk on S3 Subject Selection | Hall | MA, GY, LG |
| Nov 13, 2021 (Sat) | 2:15-4:15 pm | 2 hrs | S3- 5 Mentees | Mentorship Prog Orientation | Hall | GY, HY, PY |
| Nov 19, 2021 (Fri) | P.9-4:30 pm | 2 lessons | S6 | S6 Mock Interview Workshop (HYC – 3 groups x12@) (HKFWS – 1 groups x 12@) | A208, A209, Music Rooms | Overseer: GY LG (HYC) KK (HKFWS) |
| Jan 15, 2022 (Sat) | 9:00 am-12:00 pm | 3.5 hrs | S3-5 | Mentorship Prog Career Expo | Hall & classrooms | HY, GY, PY |
| Jan 21, 2022 (Fri) | P.9-10 | 2 lessons | S3 | S3 Careers Workshop | S3 classrooms | MA & S3 Class Teachers |
| Feb 11, 2022 (Fri) | P.9-10 | 2 lessons | S3 | S3 Careers Conference 1 | Hall | KK, MA & S4 Subject Teachers |
| Feb 16, 2022 (Wed) | P.1 | 1 lesson | S2 | S2 Careers Quiz | S2 classrooms | PY, HY & Careers Assistants (S4-5) |
| Feb 17, 2022 (Thu) | P.1 | 1 lesson@ | S2 | S2 Careers Workshop 1 | S2 classrooms | HY, PY & S2 Class Teachers |
| Feb 24, 2022 (Thu) | P.1 | 1 lesson@ | S2 | S2 Careers Workshop 2 | S2 classrooms | HY, PY & S2 Class Teachers |
| Feb 25, 2022 (Fri) | P.9-10 | 2 lessons | S3 | S3 Careers Conference 2 | S3 classrooms | MA, LD & S5 student helpers (about 40) |
| Mar 4, 2022 (Fri) | P.9-10 | 2 lessons | S4 | S4 Careers Workshop | S4 classrooms | GI, LD |
| Mar 9, 2022 (Wed) | P.9-10 | 2 lessons | S6 | S6 Pre-DSE Day Briefing | Hall | KK, MA, HY |
| Mar 16, 2022 (Wed) | P.9-10 | 2 lessons | S5 | HYC Talk on Interview Tips | Auditorium | GI, PY |
| Apr 1, 2022 (Fri) | P.9-10 | 2 lessons | S5 | S5 Mock DSE Day | Hall | KK, LG, GI, LD S5 Class Teachers & graduates |
| May 28, 2022 (Sat) | 9:30-11:00 am | 2 hrs | S4-6 students & parents | HYC DSE Day Talk | Hall | GY, KK, LG |
| Jun 25, 2022 (Sat) | 2:15-5:00 pm | 3 hrs | S3-5 Mentees | Mentorship Prog Tea Gathering | Ext venue | PY, GY, HY |
| Jul 4, 2022 (Mon) | 8:30-11:30 am | 3 hrs | S5 | S5 Pre-JUPAS Conference | Hall | GY, LG, KK, MA |
| Jul 8, 2022 (Fri) | TBC | 45 min | Teachers | DSE Day Briefing for Teachers | TBC | KK, GY, MA |

B. Core Programmes by Levels

| <i>Level</i> | <i>Activity</i> | <i>Date</i> | <i>Time</i> | <i>Chief</i> | <i>Supporting</i> |
|----------------------------|--|--------------------|------------------|---|--|
| S6 | S6 Careers Conference | Sep 24, 2021 (Fri) | P.9-10 | KK | GY, LG |
| | S6 Mock Interview Workshop (HYC – 3 groups x10@) (HKFWS – 1 groups x 10@) | Nov 19, 2021 (Fri) | P.9-4:30 pm | Overseer: GY LG (HYC) KK (HKFWS) | |
| | Pre-DSE Day Briefing | Mar 9, 2022 (Wed) | P.9-10 | KK | MA |
| | DSE Day Briefing for Teachers | Jul 8, 2022 (Fri) | AM | KK | GY, MA |
| S5 | S5 Careers Conference | Oct 22, 2021 (Fri) | P.9-10 | GY | KK, MA, HY |
| | Talk on JUPAS & Multiple Pathways | Feb 19, 2022 (Sat) | AM | KK | GY, HN |
| | HYC Talk on Interview Tips | Mar 16, 2022 (Wed) | P.9-10 | GI | LD |
| | S5 Mock DSE Day | Apr 1, 2022 (Fri) | P.9-10 | KK | LG, GI, LD S5 & S6 Class Teachers & graduates |
| | S5 Pre-JUPAS Conference | Jul 4, 2022 (Mon) | 8:30-11:30 am | GY, LG | KK, MA |
| S4 | S4 Careers Workshop | Mar 5, 2022 (Fri) | P.9-10 | GI | LD |
| S4-6 (+ parents) | HYC DSE Day Talk | May 28, 2022 (Sat) | 9:30-11:00 am | GY | KK, LG |
| S3 | HYC Talk on S3 Subject Selection | Oct 30, 2021 (Sat) | 11:30-12:30 pm | MA | GY, LG |
| | S3 Careers Workshop | Jan 21, 2022 (Fri) | P.9-10 | MA | S3 Class Teachers |
| | S3 Careers Conference 1 | Feb 11, 2022 (Fri) | P.9-10 | KK | MA & S4 Subject Teachers |
| | Talk on S4 Subject Choice Mechanism | Feb 19, 2022 (Sat) | AM | KS | KK |
| | S3 Careers Conference 2 | Feb 25, 2022 (Fri) | P.9-10 | MA | S5 student helpers (about 40) |
| S2 | S2 Careers Quiz | Feb 16, 2022 (Wed) | P.1 | PY | HY & Careers Assistants (S4-5) |
| | S2 Careers Workshop 1 | Feb 17, 2022 (Thu) | P.1 | HY | PY & S2 Class Teachers |
| | S2 Careers Workshop 2 | Feb 24, 2022 (Thu) | P.1 | HY | PY & S2 Class Teachers |
| S3-5 | Mentorship Programme Orientation | Nov 13, 2021 (Sat) | 2:15-4:15 pm | GY | HY, PY |
| | Mentorship Programme Career Expo | Jan 15, 2022 (Sat) | 9:00 am-12:30 pm | HY | GY, PY |
| | Mentorship Programme Tea Gathering | Jun 25, 2022 (Sat) | 2:15-5:00 pm | PY | GY, HY |

C. External Careers Talks & Activities

| Target | Activity | Time | Organizer | PIC | Supporting |
|---------------|--|--------------------|-------------------------------|------------|-------------------|
| S5-6 | Joint-school Mock Interview Day | Nov 13, 2021 (Sat) | Tak Sun Secondary School | GY | MA |
| S5 | CUHK Academic Planning Day for S5 | Mar | CUHK | PY | |
| S4-5 | CityU Mooting Training Workshop | Throughout year | School of Law, CityU | MA | |
| S4-5 | Aviation Management Training Programme | Apr | UNESCO, UNSW, PolyU | HY | |
| S3-5 | HKFYG Hope for Success | May-Aug | HKFYG | MA | |
| S4-5 | HKWPEA activities (esp. for disadvantaged students) | Throughout year | HKACMGM, HKWPEA | GY | |
| S3-5 | Tech for Girls | | Bank of America Merrill Lynch | GI | HY |
| S4-5 | WYNG Philomathia Students Essay Contest | Jan-Mar | WYNG Foundation | MA | S4-5 Eng Teachers |
| | Others | Throughout year | | GY | |

| | University-based Activities | Profession-based Activities |
|--------|------------------------------------|--|
| HY | PolyU | IT, Engineering, Surveying |
| GY, LD | CUHK | Architecture, Business, Public Relations, Others |
| KK | CityU | Account & Finance, Business, Banking |
| GI | HKUST | Science, Medicine & Health |
| PY | HKBU, LingnanU | Urban Planning, Design |
| MA | HKU, EdUHK | Law, Media, Education, Others |

D. Summer Programmes

| <i>Type</i> | <i>Target</i> | <i>Activity</i> | <i>Time</i> | <i>Organizer</i> | <i>PIC</i> | <i>Supporting</i> |
|---------------------------------------|---------------|--|-------------|---|------------|-------------------|
| Internships | S6 | BSPP Work Experience Programme | Jun-Jul | Education Bureau | GY | LD |
| | S5-6 | Summer Career-Related Experience Scheme | Jul-Aug | HKACMGM | KK | GY |
| | S5 | Be a Government Official for a Day | May-Aug | Commission on Poverty | MA | |
| | S4-5 | Life Buddies Job Tasting Programme | Jun-Jul | Commission on Poverty | GY | MA |
| | S4-5 | HKFWS Work Placement Scheme | May-Aug | HKFWS | GY | GI |
| | S3-5 | M21 青年記者培訓課程 | Jul | HKFYG | MA | |
| | S3-5 | Train 出光輝每一程 | Jul-Aug | MTRC | MA | |
| Hospital Attachment / Medicine | S4-5 | Healthy Summer School | Jul-Aug | HK West Cluster, Hospital Authority | LG | |
| | S4-5 | Queen Mary Hospital Student Exposure Programme | Jul-Aug | Queen Mary Hospital | HY | |
| | S4-5 | Phar-Yes (藥進新一代) | Jun-Aug | Pharmaceutical Society of HK, HKU, CUHK | LG | |
| Others | S4-5 | Aviation Exploration Day | Jul-Aug | HK Youth Aviation Academy | HY | |
| | S4-5 | UNESCO Summer Camp | Jul | UNESCO, CUHK, PolyU | GY | |
| | 16+ | St Anne's College HK Summer Sch | Jul | St Anne's College, University of Oxford | GI | |
| HKU | S4-5 | HKU Summer Institute | Jul-Aug | HKU | MA | |
| | S4-5 | HKU Social Sciences Summer Programme | Jul | Faculty of Social Sciences, HKU | MA | |
| | S4-5 | HKU Medical Summer Broadening Programme | Jul | Faculty of Medicine, HKU | MA | |
| CUHK | S5 | CUHK Summer Institute | Jul | CUHK | GY | LD |
| | S5 | CUHK Summer Clinical Attachment Prog. | Jul | Faculty of Medicine, CUHK | GY | LD |
| | S4-5 | Mars Media (火星媒體夏令營) | Jul | School of Journalism & Comm, CUHK | GY | |
| | S3-4 | EconBiz@CUHK Business School | Jul | CUHK Business School | GY | |
| HKUST | S4-5 | HKUST Summer Institute | Jul-Aug | HKUST | GI | |
| | S4-5 | HKUST Business Summer Camp | Jul | HKUST Business School | GI | |
| | S4-5 | HKUST Science Summer Camp | Aug | School of Science, HKUST | LG | |
| HKBU | S4-5 | 中醫藥生活體驗日營 | Jul | School of Chinese Medicine, HKBU | PY | |
| PolyU | S4-5 | PolyU Summer Programme | Jul | PolyU | HY | |
| | S4-5 | PolyU Language & Culture Exploration Camp | Jul | Faculty of Humanities, PolyU | HY | |
| | S4-5 | PolyU FB Summer Programme | Jul | Faculty of Business, PolyU | HY | |
| | S4-5 | PolyU Engineering Summer Camp | Aug | Faculty of Engineering, PolyU | HY | |
| CityU | S5 | CityU CLASS Summer School for S5 Students | Jul | College of Liberal Arts & Soc Sc, CityU | KK | |
| | S4-5 | 大學生活體驗計劃 | Jul | Department of Chin & History, CityU | KK | |