# Careers & Employability Service

## Career Coaching Programme 2016-17

## Thank you for your interest in applying for the Career Coaching Programme. To assist us, please answer the following questions:

|  |  |
| --- | --- |
| Personal Information | |
| First name |  |
| Surname |  |
| Student number |  |
| Preferred method of contact | Email:  Telephone: |
| Coaching sessions take place based on Coach and Client availability. Please indicate your general availability here. |  |
| Current Level of Study |  |
| Brief Employment History |  |
|  |  |
|  |  |
|  | **Career Coaching** |
| What do you hope to gain from participating in the Career Coaching Programme? | **Max 500 words:** |
|  |  |
|  |  |
|  | **Online Careers & Employability Support Service** |
| Please list any workshops attended and any resources you have accessed on the online Careers & Employability Support Service pages prior to making this request. |  |
|  | **Accessibility** |
| Do you have any particular requirements? |  |
| Do you consider yourself to have a disability? |  |
|  | **What happens next?** |
|  | The Career Coaching Coordinator will contact you within 5 working days regarding your application. Based on the information provided in your application, we may suggest other resources if Career Coaching is not appropriate at this time. |
|  | **Privacy Terms & Conditions** |
|  | Birkbeck College undertakes to respect the privacy of the Individual and has implemented strict procedures to protect the Individual’s rights under the Data Protection Act 1998. Employability & Careers data collected will not be disclosed to any other organisation, unless required by law. |

\*Coaches within the programme all have regular professional supervision sessions on a regular basis.