

3 Project Team of Career Visits and Work Experiences Activities

In order to facilitate the implementation of career visits and work experience activities, the project team is advised to be formed on a whole-school approach, that is to engage different teaching staff for coordinating and arranging activities in teams, as well as providing continuous support to students.

3.1 Team Members

Engaging a wide range of teaching staff in the team will promote a better understanding of the life planning objectives and needs of Non-Chinese Speaking (NCS) students among team members. Towards this end, they will be able to improve on the teaching strategies and provide specific teaching support and assistance to NCS students. The team should include:

- Principals and vice-principals
- Career Guidance Team
- Class teachers of NCS students
- Subject teachers of NCS students
- NCS teachers/assistants

3.2 Roles

The participating staff may supervise, organise, implement and support the activities having regard to the actual needs.

Role	Member
1. Supervision <ul style="list-style-type: none"> ● Assign duties to participating staff ● Give directions and suggestions on the overall planning and coordination 	<ul style="list-style-type: none"> ● Principals ● Vice-principals
2. Organisation <ul style="list-style-type: none"> ● Career Guidance Team is responsible for organising the activity, and a teacher should be assigned as the main contact person to communicate with Mentorship Alliance organisations and arrange the activity ● Evaluate and review on the effectiveness of the activities, and put forward optimised proposals for planning related activities in the future. 	<ul style="list-style-type: none"> ● Career Guidance Team
3. Implementation and Support <ul style="list-style-type: none"> ● Guide and support NCS students throughout the activities. 	<ul style="list-style-type: none"> ● Career Guidance Team ● Class teachers of NCS students ● Subject teachers of NCS students ● NCS teachers/assistants