



Curriculum Vitae

Emma Shore

Occupational Therapy Technical Instructor

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Qualifications:

Postgraduate Diploma in Careers Guidance

BA Hons Sociology and Social Anthropology 2:2

4 A Levels (B C C C)

7 GCSEs (grades B-A including English and Maths)

Professional Experience:

Following the completion of my Postgraduate Diploma in Careers Guidance, I acquired a role where I was responsible for assessing the additional support requirements of young people in vocational training and regularly reviewing that these needs were being met. This required me to work alongside staff in colleges, training providers and employers to ensure that the trainees were receiving all of the support they required.

I progressed to the role of Careers/Personal Adviser, working across the Rochdale area. This position required a flexible and adaptable approach as the caseload was ever changing. I gained experience of working in schools with staff responsible for the pastoral care of students, support staff, SENCOs, Careers Coordinators, teaching staff and Head Teachers. I gained a broad range of experience working with young people one to one, in small groups, in classes and in assemblies. I also performed an on-call duty role in the Careers Office dealing with clients who dropped in requiring support with a wide range of issues. These included personal issues which were impacting them at the time such as being thrown out of home, therefore needing to find temporary accommodation and to claim benefits. I also conducted employer visits which involved identifying what opportunities they had for young people, the level of support they offered and that all health and safety requirements were being met.

Whilst in Rochdale I worked in the "Return to Learn Team". This team worked with the hardest to engage young people who often had multiple barriers preventing them from entering learning or employment. I was required to assess their needs and put together an action plan that addressed each of these barriers, in order of priority, ensuring that the plan was reviewed and revisited on a regular basis. This position involved me visiting young people in their homes and ensuring that parents/carers were involved in the action planning process.

In 2001 I volunteered for a 3 day a week secondment to the local Youth Offending Team. This was a multi-agency team and I worked alongside social workers, probation officers, nurses, drug workers and police officers. In my time here I gained a broader knowledge of these agencies and how they work with young people to prevent reoffending. Many of the young people I worked with whilst here presented with multiple issues and were from a vulnerable and/or disadvantaged background. This role required me to demonstrate strong communication skills, an ability to assess and support the young people and a recognition of when a referral to an alternative agency was appropriate.

In 2012 I worked as a self-employed Careers Associate and undertook the role of Lead Adviser in the Pupil Referral Units across the Rochdale borough. My client base included pupils with learning difficulties and emotional/behavioural difficulties. I worked alongside teaching staff to ensure that their needs were being met, they were receiving adequate support and to assist them to identify and apply for appropriate courses/training provision.

My most recent employment was at Holy Cross College in Bury in the position of Progress Tutor. I was responsible for the pastoral support and academic progress of approximately 240 students. Alongside delivering tutorials on issues ranging from managing finances to revision planning, I

worked one to one with students who required additional support with various issues. These ranged from issues with mental and/or physical health to issues at home. Alongside teaching staff, I utilised the college "Intervention" system in order to ensure they were getting all the support they required to overcome these issues and get back on track.

I very much enjoy working with young people and children. For almost ten years I was a volunteer leader at the local Wildlife Watch Group. I assisted in the planning and delivery of activities for children between the ages of 2 to 13. For this I needed to demonstrate a creative and adaptable approach to ensure the activities were suitable for such a broad age range. Parents were also very much involved with the group and I relished working alongside them to ensure the children fully participated in and enjoyed each activity.

In February 2020 I joined the Advance Occupational Therapy team. This has enabled me to apply my skills and knowledge of work with children and young people in both a school and home environment. I have relished the opportunity to assist in therapy sessions which have such an obvious and beneficial impact. This is an area of practice which I have had an interest in progressing into for many years and one which, so far, I have thoroughly enjoyed.

Summary of recent Continued Professional Development

June 2019 First Aid at Work

June 2019 CPR and AED Training

March 2019 Designated Safeguarding Officer Level 3

Career Positions

February 2020 - Occupational Therapy Assistant, Advance Occupational Therapy (part-time)

March 2019 – December 2019 - Progress Tutor, Holy Cross College, Bury

December 2018- ongoing – Casual Exams Invigilator, Tottington High School, Bury

Sept 2012 – Dec 2012 – Self Employed Careers Associate, Careers Solutions

March 2005 - March 2011 – Personal Adviser, Connexions Rochdale

Sept 1997 – March 2003 – Careers Adviser, Lifetime Careers, Rochdale

January 1997- Sept 1997 – Project Worker, Lifetime Careers Bolton and Bury

