

Chinese YMCA Secondary School
2022-2023
Career Development and Life Planning Committee
Annual Plan

A. School's Major Concerns

- 1) Enhancing learning effectiveness
- 2) Promoting positive value education
- 3) Providing teachers with assistance and professional growth

B. Committee's Major Concerns

- 4) Offering guidance on self-understanding as well as career planning and management skills for students
- 5) Providing up-to-date information to support students to make well-formed choices for further studies
- 6) Exploring continuous opportunities for students to be exposed to the authentic workplaces of various industries that fit their interests and needs

C. Situational Analysis

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|----------------------|--|
| Strengths | <ul style="list-style-type: none"> ● One member (CE) has successfully enrolled in the '100-hour Certificate Course on Career Guidance and Life Planning for Secondary School Teachers', and the majority (8 members) of the team have been helping with the implementation of life planning events for at least one year. ● New Territories Centre (L.I.F.E. Planning) of Chinese YMCA of Hong Kong will continue its partnership with our school in 2022/23, offering us a wide range of life planning activities including seminars, workshops, outings, internship, summer programmes and so on. |
| Weaknesses | <ul style="list-style-type: none"> ● Our S6 students have very diverse pathways for further studies in general, ranging from degrees offered by the UGC-funded universities and self-financing institutes to sub-degree and diploma programmes. This makes it challenging for members of our team to be familiar with all sorts of continuously updated career information. |
| Opportunities | <ul style="list-style-type: none"> ● Support from the Chinese YMCA of Hong Kong is rich and multi-dimensional - it offers us opportunities to be exposed to a wide range of life planning events throughout the year. ● With a newly structured committee, team members' potentials can be further explored and developed for pursuing best effectiveness. ● Utilizing the e-learning platform G21 built by our school, our committee's website can be updated in an efficient manner. ● Our school has joined the HKBM CLAP@JC in the coming academic year. School-based Evaluation will be made based on the Hong Kong Benchmarks for Career and Life Development. Improvements could be made based on the assessment. |
| Threats | <ul style="list-style-type: none"> ● Due to the COVID-19 pandemic over the past three years, students have to get vaccinated in order to join outside school activities. Students, especially senior forms, have missed quite some opportunities to be exposed to the authentic workplaces and gain work-related experiences through internships and workplace visits, etc. Yet, online workshops and virtual internship opportunities are still possible. This enables students to gain related experience though at a limited extent. |

D. Implementation Plan

| Major concern(s) | Strategies | Parties involved | Method(s) of Evaluation |
|------------------|--|---|--|
| 1, 3 | a) Application and career guidance for further studies <ul style="list-style-type: none"> ● local (JUPAS, E-APP) ● overseas (Taiwan, Mainland, USA, Australia, Canada, England) b) Writing recommendation letters c) Enrollment in public/external examinations | CLP, Class Teachers & Subject Teachers | Successful Applications & Teachers' Feedback |
| 2, 4 | a) SLP (Student Learning Portfolio) <ul style="list-style-type: none"> ● Chinese piece ● English piece b) Internal/External activities (seminars, workshops, outings) <ul style="list-style-type: none"> ● Morning assemblies ● ASM periods ● School days (half / whole) | CLP & Class Teachers | Submission of SLPs (JUPAS), Students' Feedback & Teachers' Observation |
| 1, 5 | a) Internal/External activities <ul style="list-style-type: none"> ● Admission seminars ● S6 Parents' Day ● S3 Parents' Night ● S3 TASTE Program b) Resources/Information management <ul style="list-style-type: none"> ● Resources corner at library ● G21 committee site updates | CLP, Class Teachers & Library | Teachers' Observation & Usage Record |
| 2, 6 | Internal/External activities <ul style="list-style-type: none"> ● Sharing from alumni (漫談點滴情) ● CCA (Life buddies) ● Workplace visits ● Internship programmes ● Transformative mindset Workshop with CDF (3-year scheme) | CLP, CN Department & External Organisations | Students' Feedback, Teachers' Observation & Participation Rate |

E. Allocation of the Career and Life Planning Grant

| Objectives | Items | Amount |
|------------------------------|---|------------|
| Provide guidance and support | Expenses for CLP activities | \$ 300,000 |
| | Expenses for CLP tools (i.e. boardgames, tests) | \$ 50,000 |
| TOTAL | | ~\$350,000 |

F. Life Planning Curriculum

| Form | Scheme | Target activities |
|------|--------|---|
| S1 | 認識自己 | <ul style="list-style-type: none"> ● 自我探索工作坊 (YMCA) ● 進念思維領袖計劃 ● 建立個人生涯規劃紀錄 |
| S2 | 尋找自我 | <ul style="list-style-type: none"> ● 「我的夢工場」 (YMCA) ● 進念思維領袖計劃 ● 模擬社會體驗日 (YMCA) ● 大學大專體驗遊 |
| S3 | 認定方向 | <ul style="list-style-type: none"> ● S3 TASTE Program ● 歷奇訓練營 (YMCA) ● 進念思維領袖計劃 |
| S4 | 職場世界 | <ul style="list-style-type: none"> ● 職場體驗遊 / 講座 ● 工作體驗 - 「Let me fly」 職場體驗實習計劃 (YMCA) ● 生涯規劃大使 (pending) / ICAC leadership programme ● Project Action (YMCA) - PE 科學生 ● 性格剖析研習坊 (YMCA) |
| S5 | 修正目標 | <ul style="list-style-type: none"> ● 職場體驗遊 / 講座 ● 大學大專體驗遊 ● 工作體驗 - 「Let me fly」 職場體驗實習計劃 (YMCA) ● 生涯規劃大使 / ICAC leadership programme ● 職涯個人面談 (中五班主任) |
| S6 | 付諸行動 | <ul style="list-style-type: none"> ● 面試技巧工作坊 (YMCA) ● 模擬放榜體驗日 (YMCA) ● 職涯個人面談 (中六班主任) |

G. Duty Allocation

Overall-in-charge: CE Coordinators: CKY#, CI#

| | Area | Teachers-in-charge |
|---|--|---|
| 1 | Application for further studies <ul style="list-style-type: none"> ● JUPAS ● E-APP ● Taiwan / Mainland China / Overseas | JUPAS - *CE, CI E-APP - *CKY, LMW Taiwan - *LSM, CHM Mainland China - *CP, WKP Overseas - *YCF, CCY |
| 2 | Career guidance <ul style="list-style-type: none"> ● Morning assemblies ● ASM periods ● Class/Form-based seminars/workshops/ individual career counseling | All members (*CE) |
| 3 | Internal activities <ul style="list-style-type: none"> ● Admission seminars (tertiary institutes) ● S6 Parents' Day ● S3 TASTE Programme ● 漫談點滴情 | Seminars - *LMY, CE S6 Parents' Day - *CE, LMY, LMW TASTE Programme - *CE, CKY, CP |
| 4 | External activities <ul style="list-style-type: none"> ● Life buddies Programme ● Workplace visits ● Internship programmes ● iTeen Leadership Programme (ICAC) ● HKBM (Jockey Club) ● Design Thinking (CDF) | Life Buddies - *CKY, NHL Workplace visits - *YCF, LMW Internship - *WKP, CKY iTeen - CE*, CCY (CYK) |
| 5 | Student portfolios <ul style="list-style-type: none"> ● SLPs ● Recommendation letters | CN - *CHM, LMY EN - *LSM, WKP |
| 6 | Resources/Information management <ul style="list-style-type: none"> ● Resources corner at library ● G21 committee site updates | CE*, CKY |
| 7 | External examinations <ul style="list-style-type: none"> ● Mock examinations (S6) | *CE, CI (SKC, MYM, PTS, CST, ALI, International Examination Unit) |