



Skills Builder



Planning your future just got easier!



Feeling overwhelmed about your next steps? We've got you covered! The London Careers Hubs have created the [Next Steps in London](#) guide to help you navigate your career journey with confidence.

This easy-to-use guide offers everything you need to learn more about all the options open to you post-16.

There are a variety of progression pathways you can take to build your career. Different pathways suit different people and what is great is that you can choose the best route to achieve your goals.

Welcome

Welcome to this parent and carers resource, created through a collaboration of the four London Careers Hubs.

In today's rapidly evolving job market, it is crucial for young people to gain an understanding of the skills and strengths that will prepare them for future career pathways. This resource aims to give you a valuable insight into the **Skills Builder Universal Framework 2.0**, highlighting the skills employers are seeking, and offer practical resources to support young people in recognising and developing their strengths.

We hope that using the Framework will help break down essential skills into manageable steps, making it easier for young people to understand and develop their skills. By focusing on key areas such as communication, problem solving, adapting and teamwork, the Framework equips them with the abilities needed to thrive on their career path.

In addition to including a practical resource that will give you a taste of how to use the Framework, inside this guide we hear from **BAFTA**, who shares firsthand insights into skills that are highly valued in the workplace. They will give you an insight to what employers are looking for and how you can help your young person see the transferable skills that have shaped skills for a successful career.

You can also read about the Key Growth Sectors in London and learn more about the London Growth Plan with opportunities for our young people. Get insight into the industries young people can find the most potential for careers and innovation.

We hope that this structured, user-friendly, and practical approach will help you effectively support your young person in developing both their skills and a positive self-identity.

Best wishes

The London Careers Hub Teams



Skills employers are looking for

“We all know people who are excellent at what they do but that’s only half the battle.”

Gavin Strange, Director, Aardman



Through our Young BAFTA programme, we do an enormous amount of work to support young people getting into the UK’s film, games and television industries. We do this by helping young people, parents and educators understand the importance and range of transferable skills valued by employers in these industries. With unique access to screen industry professionals, BAFTA is in a great position to gather valuable recruitment insights from industry employers that we use to inform the Young BAFTA programme. From events for National Careers Week at BAFTA 195 Piccadilly, in London, to national webinars with Speakers for Schools, industry insiders discuss their entry routes, career journeys and the transferable skills that have helped along the way.

We focus on transferable skills because we believe it helps the screen industries to ensure opportunities are open to everyone regardless of who they are or where they come from. Research has highlighted the increasing importance of transferable skills across **all** industries and BAFTA is determined to provide meaningful experiences for young people and career leads to improve their life chances.

In a recent survey of BAFTA’s membership, industry insiders highlighted skills like interpersonal communication and teamwork as key things they look for in new entrants.

Inevitably having work experience is important for employers but the screen industries recognise that necessary skills can be acquired elsewhere and highlighted hospitality, retail and customer services as good places to start. This allows young people to demonstrate a willingness to learn and reliability in the workplace– key factors that employers are looking for.

In Their Words

“One of those things about working in services [e.g. hospitality] is that you’re always part of a team... A day in service is you set up, you work all day, you pack up, you clear. Very similar to filming. You get in, you unload the truck/set up the office and then you work all day and you clear down your station ready to move.”

Georgette Turner, Line Producer

“Get out there and meet as many people as you can whether that’s a social club or getting a part time job.”

Jon James, Producer, Hollowpixel Studio

“At some point when you’re at school you will have to present your ideas and I think that’s a very good skill to have because it’s communication and being able to bring your own passion into what you’re trying to communicate is very, very important.”

Malachi James, Storyboard and animation artist

“I learned a lot in sports. Communication. Teamwork...I was very vocal on the pitch and I think it’s served me well.”

Nabhaan Rizwan, actor

Written by Lisa Prime, Head of Children & Young People’s Programme

Support from BAFTA

You can find a wide range of videos from BAFTA to help young people get ready for the world of work. Visit the **BAFTA Transferable Skills Series** on YouTube.

Want to kick start your career? Read about BAFTA’s **Young Game Designers** and **Young Presenters** competitions for a chance to showcase your talent.



BAFTA

Helping your young person prepare for the future

BEFORE YOU START

Pick the right moment. Having a chat will often go better when you're doing something else, like walking the dog, cooking or driving. Look at the practical resource on p8 of this guide for inspiration.

Be curious and ask open questions that will give them space to think.

Share your own experiences. Talking about your own skills, work journey or things you've learned from mistakes will give them confidence to share their thoughts.

Remember to celebrate effort, not just success! Noticing small wins lets them know you care.



Getting the conversation going

Below are some questions to consider privately or as prompts for meaningful conversations with your young person. These questions can lead to helping your young person build awareness around skills development and future planning.

Getting the to think about their future

- Have you seen any apprenticeships or careers that seem interesting to you?
- What kind of jobs or careers use your strengths?
- Do you know anyone who's doing a job you'd be interested in?

Understanding strengths

- What do you think you're really good at? What comes naturally to you?
- When do you feel most confident or proud of something you've done?
- Can you think of a time when someone complimented you on a skill or quality you showed?

Reflection & Growth

- What's something new you've learned recently – how did it feel to learn it?
- What's something you used to find hard but are better at now?
- Is there something you wish you had more confidence in?

Relating Skills to Careers

- What types of jobs or careers do you think use your strengths?
- Have you seen or heard about any apprenticeships that interest you?
- How do you think your skills could be useful in a workplace?

Skills Builder

The Universal Framework 2.0

The Skills Builder Universal Framework is a tried-and-tested tool designed to help young people develop eight essential skills in clear, tangible steps.



Getting ready for the world of work

Employability skills include personal skills that your young person needs to perform well in work and as well as skills needed to find and apply for jobs. As a parent or guardian, you can support your child by visiting the [**Skills Builder Universal Framework 2.0**](#) and choose a skill or search a step to get started.

It provides free activities, challenges and conversation starters that encourage skill development at home. Have you considered cooking together to develop planning skills or discussing teamwork through family projects?

Skills are like muscles – the more you use them, the stronger they grow. Every activity your young person is involved in, from school projects to sports teams, from volunteering to hobbies, is an opportunity to work on these skills. Even if they are not sure what career they want to pursue, these skills will help them in whatever path they take.

The updated Skills Builder Universal Framework 2.0 consists of eight skills that will help them to succeed. These skills can be added to a CV, job application and for discussion in interviews.



Skills Builder
UNIVERSAL
FRAMEWORK 2.0

The [**Skills Builder Universal Framework 2.0**](#) gives you a common language to recognise where your young person is doing brilliantly already and simple steps to help them grow. By spending time focusing on helping them to develop their skills set, you will be supporting their wellbeing, giving them confidence and helping them build their employability skills.



Building LISTENING and SPEAKING skills

Listening and speaking are two of the eight essential skills identified in the Skills Builder Universal Framework. These Communication skills are a great starting point and can inspire simple ways to explore and support the other four areas: Creative Problem Solving, Self-Management and Collaboration. By starting here, you'll begin to notice everyday moments where your young person can build their broader skill set.

Active Listening Activity - Pitch it!

Below is a creative speaking and listening game where you and your teen take turns pitching ridiculous or imaginary products in a *Dragon's Den* style. Your whole family can join!

This challenge taps into humour and creativity while practising speaking with clarity, thinking on their feet and structuring ideas, key elements of **Speaking**. It also hones **Listening** skills, by focusing, recalling details and responding thoughtfully. It's a fun way to demonstrate the importance of these skills.

1. Write down silly product ideas on scraps of paper. Below are some ideas to get you started:
 - A backpack that makes your lunch for you
 - A phone that only works underwater
 - Shoes that make you fly
2. One person draws a product idea and has one minute to "pitch it" to the Dragon panel who might buy it. Encourage them to be clear, confident and give structure to their pitch. Have them name the product, explain how it works and why someone should want it.
3. The panel should listen carefully and then ask follow up questions to practise active listening and critical thinking.
4. Have everyone swap roles.

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Development Activities



LISTENING: I show I am paying attention

Body Language

1. Look at the picture.
2. How is the man on the right using positive body language while listening?
3. Note what the effect of positive body language might be here.



LISTENING: Comparing views: I compare different Different Perspectives

1. Read the three scenarios:
 - A. Belinda lives in the United States of America and is an advocate for prisoners' rights. She has dedicated her career to campaigning to end the death penalty and believes that the criminal justice system should be based on rehabilitation.
 - B. Aled was born with cerebral palsy and experiences symptoms such as tremors and muscle weakness. He has used walking frames and wheelchairs since early childhood. Aled is campaigning for better accessibility on public transport.
 - C. Hamza is a single father to four young children, aged 1 and 6 years old. He works full-time in a shoe factory. Hamza is campaigning for an increase in minimum wage and improved benefits for working single parents.
2. For each scenario, note how their perspective might differ from your own.
3. Reflect on what you might gain from listening to them speak.



SPEAKING: Choosing language: I choose appropriate Varied Language

1. Imagine you are preparing a 2-minute speech about your career aspirations to deliver to a friend and a mentor at work/college.
2. Write notes on the words and phrases you might use when speaking about this topic to your best friend.
3. Write notes on the words and phrases you might use when speaking about this topic to your mentor from work/college.
4. Consider: How does the language vary for these two different audiences?



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Development Activities



PROBLEM SOLVING: I identify advantages and disadvantages of potential solutions

Talk it Through

1. Identify a complicated problem you are facing currently.
2. Generate at least 2 potential solutions.
3. Write a list of pros and cons for each.
4. Share with a trusted colleague, family member or friend to help you work out which solution will be best for you.



CREATIVITY: I can reflect critically

Free Time Boost

1. Reflect upon your free time.
2. Ask yourself:
 - What do I enjoy the most?
 - What about this do I enjoy?
 - What would I like to do more of?
 - Is this feasible at the moment?
 - What do I need in place to make this feasible?
3. Consider new ideas and plans that could be made based upon the answers to these questions.



PLANNING: I secure the resources I need to achieve goals

Securing Resources

1. Imagine you are planning a team celebration event.
2. Consider:
 - How could you secure the resources needed to make it a success?
 - How might this differ depending on the different types of resource?
 - How might you secure resources if you were limited in terms of budget, resources or timeframe?



LEADERSHIP: I support shared decision making Dual Decisions

Imagine you are about to be stranded on a desert island but you can only take 3 items.

1. Choose 3 items to take with you, justifying your choice.
2. Find a friend, family member or colleague and ask them which items they would bring.
3. Note where you disagree and reflect upon whether you were able to reach a shared decision on any of the items.



Discover London's Growth Sectors

London is focused on growing specific sectors that will shape the future economy—and making sure these jobs are spread across the city, not just in the centre. That means more local opportunities for young people in every borough.



Priority Growth Sectors

These are the industries where London sees the most potential for careers and innovation:

Frontier Innovation – cutting-edge areas like artificial intelligence, life sciences, and green technology

Financial, Professional & Business Services – including finance, law, engineering, and cybersecurity

Creative Industries & Technologies – from film and gaming to architecture and digital media

Experience Economy – hospitality, events, culture, and tourism

International Education – connecting students with global learning and career options

What This Means for Your Child

- New jobs are coming in high-growth, tech-savvy, and creative areas.
- London needs a skilled, diverse workforce and to prepare for this there will be more apprenticeships, training routes, and local access to careers support.
- Schools, colleges, and employers will work together to help young people step into these sectors.

What is Frontier Innovation?

Frontier Innovation is about exciting new discoveries like artificial intelligence, life sciences, robotics, and clean technologies that solve big challenges such as climate change and health. London is a global leader in turning bright ideas into businesses.

Why It Matters for Your Child

- These are fast-growing, high-paying sectors with strong job prospects.
- London has top universities, investors, and startups—all building the jobs of tomorrow.
- It's not just about having big ideas; it's about having the right skills and mindsets to make them real.

Talking about this with your child

Having these conversations early—and often—can really empower your child to explore their future with confidence. Here are some warm, practical ways to open up the topic:

1. Link Careers to Their Passions

Start with what excites them. If they love gaming, explore opportunities in creative tech or digital design. Into the environment? Talk about green jobs in clean energy or sustainable construction. Framing careers around *what they already care about* makes it relatable.

2. Explore Together

Use resources like [Talking Futures](#) to discover new industries side by side. Watch videos, take quizzes, or attend local events—it's a chance to learn with them rather than lecture them.

3. Show What's Possible Beyond University

Apprenticeships, T Levels, internships—there are so many hands-on ways into London's growth sectors. Share examples of people who took different paths into success.

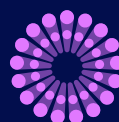
4. Celebrate Skills, Not Just Grades

Reassure them that communication, curiosity, teamwork, and flexibility are just as valuable as exam results—especially in fast-changing sectors like tech and health.

5. Connect Careers to the Real World

Point out how things around them—like public transport upgrades, new housing, or AI in apps—link to actual jobs in fields like construction, urban planning, and innovation.

Find out what the future is for you in London:
London Growth Plan



LONDON
GROWTH PLAN

MAYOR OF LONDON

LONDON
COUNCILS

Resources to help you

Bafta Programmes

[Young Game Designers - Bafta](#)

[Young Presenters - Bafta](#)

Skills Builder

[Skills Builder Universal Framework 2.0](#)

GLA Growth Plan

[London's growth plan - London Growth Plan](#)

Find out more about different qualifications

[Amazing Apprenticeships](#)

[Apprenticeships | Learn About Apprenticeships
And Find The Right One For You \(ucas.com\)](#)

[Become an Apprentice \(gov.uk\)](#)

[T Levels](#)

[Careerpilot - Qualifications](#)

Find out more about different careers

[Next Steps in London: London LMI](#)

[Careermap Career Advice Hub](#)

[Not Going to Uni Advice Library](#)

Wellbeing and Mental Health Resources

[Chasing the Stigma - Hub of Hope](#) Find mental health support near you

[Place2Be](#) Support for parents and careers

Shout Free, confidential and 24/7 mental health text service for crisis support. Text 85258.

[Young Minds](#) Free, confidential support for young people and parents/carers

Job Search Resources

Job Boards: Websites like Indeed, LinkedIn Jobs, and Glassdoor list thousands of job openings.

Recruitment Agencies: Agencies like Reed, Hays, and Michael Page can help match you with suitable roles.

Company Websites: Many companies list job openings directly on their websites.

University Career Services: If you're a student or recent graduate, your university's career service can be a valuable resource.

