

# Quick Start Guide to using the 'Starting a New Job' Hub



Youth Employment UK offers free online skills and careers resources for young people aged 11-30. We know that starting a new job can be a daunting time for a young person, so we have created a [designated area of our website](#) aimed to support young people with how to prepare, what to expect, and what they need to know for starting their first job, no matter what it is.

The 'Starting a New Job' hub includes:

- Tips and advice to help young people settle and grow in a new job
- [Understanding their legal rights and responsibilities](#)
- [Tips for making friends at work](#)
- [Dealing with social anxiety at work](#)

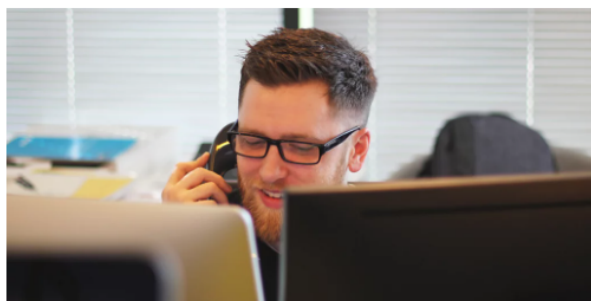
## How can this help young people?

Our [2022 Youth Voice Census](#) highlighted anxiety as a major issue and barrier for young people, both when seeking work, and when in work.

We know that starting a new job can be anxiety-inducing, and it can be difficult for young people to know what to expect on their first day. Our articles will help alleviate some of this anxiety, and support young people with first day nerves.

## Starting A New Job - Your First 100 Days

### What do you need to know in the first 100 days of your new job?



### Get first job tips on settling in, knowing your rights and much more.

Everyone gets first day nerves when they start a new job. There's so much to take in, and you have so many new names and faces to get to know!

You can build your skills, communication and confidence with these tips to help you settle in and grow.

We'll also show you how to get to grips with the legal side of things, and what to do if you hit a problem at work.

# Quick Start Guide to using the 'Starting a New Job' Hub



## Using these Resources in an Education Setting

### 1. In the classroom or group activities

Young people can be assigned time to explore the articles included on our website during directed learning time. Some schools choose to use this time during PSHE, form time, or have a specified time in the timetable for careers education.

Activity ideas:

- Practise writing/responding to an email professionally
- Practise making a Gantt chart
- Write a list of questions for your first day of work
- Role play workplace scenarios

### 2. Independent learning

Our articles and resources can be accessed in any setting, and young people are able to access them independently to explore and learn about what they can expect when starting a new job.