**A black background with blue text

Description automatically generatedA black text with black letters

Description automatically generatedCAREERS PARTNERS – Keep you contacts easily accessible and all in one place.**

Complete this form, login to Compass+ and add the information into the Careers Partners tool.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Organisation Details** | | | | | | | |
| **Organisation name** |  | | | | | | |
| **Organisation Type:** | □ apprenticeship provider □ armed services □ business □ careers activity provider □ FE provider □ HE provider □ public sector □ traineeship provider □ voluntary □ other | | | | | | |
| **Organisation sector** | □ Accommodation & food services □ Agriculture, forestry & fishing □ Business administration & support services □ Construction □ Creative arts □ Digital □ Education □ Emergency Services □ Engineering □ Finance & Insurance □ Health □ Hospitality □ Information & Communication □ Leisure □ Manufacturing □ Mining, Quarry & Utilities □ Motor trades □ Professional, Scientific & Technical □ Property □ Public administration □ Public Service/Emergency □ Retail □ Social Care □ Sports □ Tourism □ Transport & Storage (inc postage) □ Wholesale □ Other | | | | | | |
| **Organisation Description** |  | | | | | | |
| **Organisation Address** |  | | | | | | |
| **Organisation Website** |  | | | | | | |
| **Contact information for the Organisation** | | | | | | | |
| **First Name** | | | | | **Last Name** | | |
| **Telephone Number** | | | | | **Email** | | |
| **Address** | | | | | | | |
| **Social profiles** | | | | | | | |
| **Job Title** | | | | | **Department/Branch** | | |
| **Curriculum Area** | | | | | | | |
| **Contact Lead (named person in your setting who is the relationship holder)** | | | | | | | |
| **Which events are they available for?** | | | | | | | |
| **Careers Talks** | | **Careers Fair** | | **Mock Interviews** | | | **Work Experience** |
| **Other (please enter)** | | | | | | | |
| **Additional Details** | | | | | | | |
| **Alumni** | | | **Currently Inactive** | | | **Relative of Learner** | |
| **Notes**  **Remember to Click ‘Add Partner’ to save the details!** | | | | | | | |