

**[00:00:00.10] - Speaker 1**

Okay. Good afternoon, everybody. We will make a start. We were just waiting for a few more of the registered participants to come onto the session there. We have got quite a few people registered today, so just giving them another chance to get on to the webinar. Just to point out at the start here, the session is being recorded today, so if there's anybody that hasn't been able to make it on for whatever reason, then you will still receive a copy of the slide deck and the video in the post-session comes. So welcome to our webinar on Preparing for and Recording a Career's Impact Internal Leadership Review. Quite a big mouthful, that one, which we will be going through today for you. So just to introduce myself, my name I'm Peter McKinney. I'm the Compass+ Trainer at CEC, and I lead on the virtual delivery programme. I also do some of our face-to-face sessions as well. And joining me today, I've got Tahmid who is a customer service adviser for CEC. He We've been running the group chat and the Q&A, so if you do have any questions, please feel free to pop them in there, and Tahmid will work through them as we go through the webinar.

**[00:01:10.29] - Speaker 1**

So just some learning of our objectives for today. So what we want you to really be able to go away with at the end of today's webinar is to understand the value and the purpose of completing your internal leadership review. So the information, the data that you can get back from spending the time with your colleagues completing the review, it's really powerful in terms of driving forward the careers and what careers excellence looks like within your institutions. We want to be able to show you how you can prepare for doing or completing the internal Leadership Review as well. So all of those are preliminary steps that are involved before you start to get those recommendations on how you can drive things forward. We want to be able to demonstrate how you can understand how to record your responses within Compass+ of that Internal Leadership Review and Compass as well, sorry. So where you then go to capture that data and then understand how to action plan and maximise the value of the Internal Leadership Review. So again, from the recommendations that you get back from the responses that you've input into the system, into the product, as to how you can then start to action plan a few of those important points and then start to move your programme forward within your institutions.

**[00:02:28.20] - Speaker 1**

Okay, so just to start off with, I'm just going to reduce my video off just so that I can then see the screen there. So for the careers impact, internal leadership review, we would like to introduce you to the review itself. To emphasise that this is a new approach to driving impact across careers education forward. It's the overarching ambition of the system. And it allows you to, like it is here, to standardise continuous improvement and provide that quality assurance of excellent careers practise. So we've got the model here So just to assure everybody

that this model here, it is firmly rooted in the Gatsby Benchmarks and other evidence about the best practise in careers and what that looks like as well. So the careers impact system itself, it aims to provide assurance of quality careers provision. It also aims to improve careers provision across the country and then hopefully to elevate that status of careers leadership as well. So some of you might well be familiar with the careers impact system already, and it has different elements to it. We're going to focus on the Internal Leadership Review, which you can see there, which is highlighted by the lovely red arrow.

**[00:03:57.23] - Speaker 1**

So the Internal Leadership Review, it's based on the careers impact maturity model, which we will go on to today, so which you can see from the diagram underpins and wraps around everything. So the maturity model, it's essentially a series of statements which provides a shared language of how careers can be positioned as a driver for your institution's improvement. So undertaking the internal leadership review, it supports that quality assurance of your careers provision and encourages that continuous improvement which hopefully should be aligned to your institution's priorities. So a really key part now, though, it's not intended, sorry, it's intended to be done internally as a reflection piece by your institution. So you'll notice the orange section there in the middle on the right-hand side. The orange part of the system is the peer-to-peer review. So you might have heard your hubs talk about these, but this is potentially a bit further down the line and certainly possible avenue for those that have conducted the leadership review already that you might like to then collaborate with other institutions. But for today, we're just going to be sticking with the internal leadership review. Excuse me, sorry. So looking at the five benefits.

**[00:05:19.21] - Speaker 1**

So this really is the why. So why do we or why should you be carrying and undertaking the internal leadership review? So we've got it broken down into the five sections. Then I'm just going to slightly touch on each one. So from top to bottom, we've got that Engage Leader. So the intention of the internal leadership review is that it will unlock leaders engagement, and it should hopefully support the wider understanding of careers through the process of reflection, discussion around strategic careers leadership. Excuse me. Sorry. Just going to have a look. I've got a little frog in my throat. Sorry about everybody. Okay, so the second one there, we've got to celebrate success. So this should be an opportunity to reflect on the strengths of your careers provision. It doesn't happen enough, I don't think, and a lot of people, not that it's an issue, but do focus on those areas of development and those areas of improvement, but sometimes forget to celebrate those wins. So where we are doing things really well within our institutions, shouting from the rooftops about it, but it's about how do we do that? What message are we putting across?

**[00:06:30.09] - Speaker 1**

Who are we putting it across to, but certainly trying our very best to celebrate that success. The third one there in the middle, we've got sustained quality and impact. So embedding impact evaluation of careers into a whole institution quality assurance. It should be no longer just a bolt on mechanism of the domain of just the careers leader. So you can develop the whole institution approach to careers and that wider distributed leadership as well. Then the fourth one there, we've got embedding best practise. So understanding, I suppose, really in order to embed it, we need to understand what that is. So embedding, sorry, your understanding what best practise looks like, how this can be elevated to ensure a meaningful and sustained achievement of the Gatsby Benchmark for each and every learner within your institution as well. And then finally, we've got that aligning those priorities, and we have just touched on that. But careers should be and can really be seen as part of the solution to drive whole institution improvements. But again, that should be then aligned to your strategic institution priorities. Okay, so we've got a version or a quick screenshot here of the maturity model, and you can see from the layout of the maturity model, some of the practical things to note here, I suppose, is that it's going to be split into six themes.

**[00:07:53.17] - Speaker 1**

Now, obviously, you can just see on the screen there, that's theme one. We will look at the maturity model as a whole shortly. But it's split into six themes. Then each of those themes are broken down into multiple components that they then combine to encapsulate careers leadership in its entirety. So then really leaving nothing to chance. The language itself of the benchmark is embedded in such a way that it's future-proofed in preparation for the Gatsby, the next 10 review. The description of quality within each of these components improves as you move from the left-hand side to the right. So on that continuum from left to right of increasing maturity. Then we've also got where existing systems and structures and processes might feature. You can see where they would fit into this maturity model, things like learner voice, parental engagement, that type of thing. Okay, so looking at the maturity model again here. So we've got everything in the careers impact system starts with the maturity model. So the model literally unpacks and unpicks what careers leadership is in its entirety and gives that shared language and definition, not only of what careers leadership is, but also of what high quality practise looks like as well and what a journey to maturity of what careers leadership looks like within your institution.

**[00:09:18.10] - Speaker 1**

And again, and we will mention this a few times, but it is a journey. Nobody's expecting anybody to be all the way to the right-hand side of that continuum. Instantly, it is about that journey and that progression of how we

to move from the left to the right. So then we've got, important to know that the model doesn't define the actual role of a careers lead. So for those that are on the call today in careers leader capacities, this does not define your role. It's much bigger than that. And it's to articulate careers leadership and its role within the whole of your institution and how to then move that forward and improve that as well. And the internal leadership review tool, it allows you as an institution to reflect on the maturity of careers leadership throughout your institution. So it's not about reflecting on the performance of any one individual. It's the institution as a whole. Excuse me. So looking now, here are the six themes. So this is our maturity model. And the six themes are at the heart of all of the work. They allow us to standardise the interpretation of the Gatsby benchmark and allow colleagues in institutions, in your institutions, to understand the value of the benchmarks in relation to your institution's improvements.

**[00:10:37.09] - Speaker 1**

So you can see here where with the themes, they do then align to certain benchmarks. Again, I'm not going to read all of these, but just to point out, Theme 1 links into benchmark one there. Theme 2 links into benchmarks 1 and 3. This is around addressing the needs of the learners and the impact of evaluations, etc, all the way down to The theme six there, sorry, and that linking into to benchmark eight. This is just to highlight where the different themes of the maturity model, where they're then aligned to the Gatsby Benchmarks. Okay, so what we're going to be focusing on or predominantly focusing on is themes one and two. You might have noticed that the key elements of the careers lead in maturity are focused within themes one and two. A useful analogy here in that bottom right-hand corner of the slide there is that we've got a themes one and two being that keystone or that cornerstone to this development and progression of careers within your particular institution. So in other words, these themes one and two, we feel, are the big hitters, so those which will have the highest leverage in terms of actions for you to move careers forward within your institutions.

**[00:12:00.28] - Speaker 1**

So themes one and two are where we're focusing on primarily. So what we'll notice here now is the language of the column. So if we consider how the maturity model, how that continuum works from a left to a right, the descriptors progress from left to right in terms of indicating maturity. So you might experience movements, everybody, from left to right, but you may also experience it from right to left as that is to be expected. But the key here is to be asking yourselves the question of how do we mitigate against that and/or what can we do to put in place to respond if the inevitable actually does happen. So In less mature institutions, the provision could be great, but it's likely to be stand-alone activities and elements of happenstance. But as you move towards the right-hand side, you can see where the provision begins to become more embedded within your institution, and that approach of responsiveness to individual needs. And in the most mature careers, it becomes part of the

solution to tackling those strategic priorities as well. Okay, so the setup, a quick summary, and you can download the full version, the maturity model within Compass+, and I will show you where to access that from as well.

**[00:13:28.23] - Speaker 1**

But if we look at these four stages here, going from left to right. In the first stage, I'm not going to do much detail on this slide because we have it on the forthcoming side. But first stage is Convene. So you're going to meet with all those involved in the distributed leadership of careers in your institution and reflect on the model. The second step there is agree. So you're going to achieve agreement, of the best fit of the statements for your institution. So in other words, looking at those statements in each of the different rows and each of the different columns and looking at that maturity models to see where that best fits towards your institution. The third stage there we've got is to record, and you'll be doing this within Compass+, and again, I'll show you how to do that shortly. So you'll be able to record your responses and then gain those data visualisations from that. And then the fourth stage there is using the recommendations to drive action plans. So that act, what can we do from recording the responses, what can we do to then move things forward?

**[00:14:33.27] - Speaker 1**

So it's about looking at those recommendations and then putting those into place. Okay, so just going through individually now with each of those four steps. So the Convene. So the naming of this review is quite intentional. So it is internal. So it's internal to the institutions and should be led internally as such. So this is really critical. And there's not the expectation that hubs or colleagues from the hub lead on any of the internal reviews. But this is about you in your institution asking yourselves the kickstarting of deep reflections, the deep conversations on the maturity of careers leadership within your particular institution. So the review should and could involve multiple people, people or roles, things like link governors careers, your EA's, depending on what your setting is like. You might have SENDCo in there, you might have heads of departments, strategic careers leaders, principals or head teachers, etc. So there's lots of different people that could be and should be involved within this review. Secondly here, so on the agree side, again, I'm not going to read all of this. So just in summary, the whole process is underpinned by that maturity model. Again, we'll touch on that in a moment.

**[00:15:59.18] - Speaker 1**

That includes all colleagues that you've got involved in this process reflecting on each of the rows to decide what they feel the best fit is as well. So very much consider for a moment when you're doing this, how you would convene to do this to agree that best fit for your responses. Some of the ways in which you may look to complete your leadership review is these different approaches here. So again, in collaboration with maybe your principal

or your head teacher. So you may complete this separate and then reconvene and look at the answers and agree. That way you've got SLT collaboration where you could sit down in teams, you could have teams of two, three, etc. And again, looking at how that best fit on that maturity model fits towards your institution. And then again, agreeing an answer and then taking that to the principal or the head teacher again. You've got governor collaboration, and then you've got collaboration and SLT confirmation. So there's lots of different approaches and examples here as to how your institution might approach the internal leadership review, but completely down to your own approach, but certainly not something that just one person should be completing.

**[00:17:20.10] - Speaker 1**

So now we're on to the record slide. So this makes the digital feature quite unique because certainly amongst the suite of tools that are within Compass+, as this one can be actually recorded offline or conducted, I should say offline and then recorded online. So you can record those results and those answers offline as a result of the review and the conversations, and then going on to Compass+ to record those as well. So the benefit of having them recorded within Compass+ is it future proofs the results in the event of any staffing changes and having it safely stored within your own strategic careers information in Compass+, it's super, super valuable as well. And then our last slide here, the Act slide. So we definitely recommend that you review your Careers internal leadership review annually as part of your normal self-evaluation process within your institution. But then you review the responses that you've made and identify the areas that you feel you need to focus upon most. So we would recommend 2-3 areas, again, not committing to too many changes, but 2-3 areas to certainly prioritise based upon your institution's priorities. Now, bearing in mind those things in themes one and two, they are likely to have the highest leverage or impact on your learners, certainly in that first instance.

**[00:18:44.20] - Speaker 1**

So for each area you choose to focus on, break it down into a smaller series of actions, stuff that makes things easier to achieve and enable to put in place so that you can then record this into your strategic development plan as well. Then once these have been agreed and they're down on paper and you've got that action plan, to then work with senior leadership team to ensure that the priorities are then aligned also to your institution's improvement plan and really everybody driving forward in the same direction there. And then work through your actions just to make sure that you agree regular meeting points so that all those people that's involved in careers provision, they all have a part to play and that you can then track and update on the progress that you are making towards achieving some of those actions. Okay, so what I'm going to do now is I'm just going to jump into my demo account. I'll really put into perspective everything that I've just mentioned earlier there. Okay, so if I just go into my demo account, and for those that are relatively new to using Compass+ and are still experiencing the product itself.

**[00:20:04.03] - Speaker 1**

When you log on to Compass+, this is what you will be presented with, and this is your dashboard or your landing page. Now on the left-hand side here, we've got our navigation bar in which are housed all of the different areas that you would be using within Compass+. But what we're interested in today is on the evaluation section. So if we just click into Evaluations there, we can then straight away see that we've got the Internal Leadership Review. So this This is the new part of Compass+, or one of the new parts of Compass+ that allows you to then look at that maturity model, download or create your answers to your questions, and then record them in Compass+ as well. So if we just click on that internal leadership review there. So what I'm just going to do is I'm going to show you how to navigate your way around the different aspects of the tool, and then we'll show you what it looks like when you actually complete one as well. So we'll just start here. So when you go on here, the first thing you can see is it suggests you to do a little bit about why you will go on to Compass+ to record your results.

**[00:21:11.22] - Speaker 1**

So we've got a little small piece of narrative here. And obviously, I mentioned before, the opportunity to have longevity and have the answers actually recorded within your tool is what is really important on that longer term basis as well. It'll also enable the hub to see who's actually taking part in the internal leadership with you. So we can then, or the hubs can then provide you with that best support for moving forward. Okay, so where we would get some of the guidance from is in this section here. So the first thing I'm going to go to is to access the essential guidance. So down here we've got the three parts. Sorry, just to reemphasize. So we've got the part, the first section, which is around that essential guidance. We've got the second section here, which we'll look at, which is gaining access to that maturity model and really looking at what each of those sections mean. And then the third part is where we would actually go on and record our information. So if I just click into accessing the essential guidance here. So you've got some information here that I've already talked about as to why you would undertake your internal leadership review.

**[00:22:27.21] - Speaker 1**

So we've got this information here as to why you should do it, what is the benefit. And again, we have mentioned those on the slide deck prior. You'll notice here we've got the six themes, which again is on one of those slides, and we'll talk a little bit more about those in a moment. If we keep going down here, so just underneath those six themes, this is where we can access the maturity model itself. We've got maturity model for FE, and we've also got the maturity model for schools and special schools. So if I just click onto that, what it does... Now, this was the screenshot that we've seen on the slide deck there. But if I just keep scrolling down, what we can then see is all of the different themes. So this is in PDF format, and we can see that some of the different questions

you get asked are down here on the left hand side. And then we've got all of the different types of answers on that continuum that you can use to really identify where you are as an institution and where you can then also work towards in terms of that progression as well.

**[00:23:33.22] - Speaker 1**

So we've got all of the six themes. Again, we're going to look at primarily themes one and two today, but that can then be downloaded for you to be able to discuss with your internal team as well. So just moving a little bit further down, what it also does is it reminds you that when preparing for your careers impact internal leadership review, that it's not just the careers leader should do it. So it should be done in collaboration with other key stakeholders within your teams. So your line managers, your head teacher of your schools, etc. And it's got some good examples of who should take part here within this section as well. So Again, definitely not just one person's job, not the job of just the careers lead, but other people that should be involved, and certainly those that are involved in careers within your institution, examples of who they may be and getting those involved as well. Then a little bit further down, there's examples of case studies here as to how you might do that. Again, I have mentioned there was a couple of different options that you may choose to do, but whether you can do it independently, you decide your best fit and then meet back together.

**[00:24:49.08] - Speaker 1**

So there's lots of different approaches. So we've got some of the different case studies as how to carry out the internal leadership review. So whether you, like I say, do it individually here and look at best fit and then meet together as a group or whether you do it in teams or whether you do it in smaller groups and then come back together and agree on those best fit descriptors across the statements. But it's very important that that process is followed. And then what we've also got is down here as to where you could potentially go on to log on to complete that review as well. Now, I'm just going to move my little camera part there. What you will also notice here on the right-hand side is that if you do get stuck, there are lots of helpful links and information and guidance as to how you can access the right piece of information to help support you complete your internal leadership review. So that's what that section there gives you. Okay, so if I then just move back to our dashboard page and go back into our leadership reviews. That's our first section there.

**[00:26:05.19] - Speaker 1**

If we then go into our second section here, part two, this is where you can access a full scale model of the maturity model. So if we just click into that there. And again, so this is the second place where you can get the maturity model. So we looked on that stage one, there was access to it, and then you've also got it here. So you



can have a look through. I'm going to talk about themes one and two being the cornerstones, the keystones, if you like. And if you have a look at some of the headings down here on that left-hand side that we're talking about, it's things like careers, leadership, and distributed leadership. It's easy for me to say. Sorry, everybody. We've got vision and intent for careers. We've got strategic planning and leadership. Again, we've got strategic planning and leadership of career, support and challenge from governance as well. So when you read some of these meaty statements, you'll see why we think that themes one and two, if you focus, first of all on this, things in one or two will get the highest leverage for you and for your learners.

**[00:27:16.29] - Speaker 1**

And if you actually get it right in terms of your vision and your strategic planning, and you put the right resource and support in place, then it's most likely that those other themes, themes three, four, five, and six, that they'll probably slot nicely into place for you as well. So I'm just going to go back here and then let's imagine that we've conducted our leadership review. So we've got our model in front of us. We've met, we've shared, we've agreed on what we as either individuals or small teams feel is the best fit. And now we are ready to record our answers. So we've agreed that this is where we feel our institution is and how we are gauging our careers provision within our institution, and we're ready to start to record it. So when you go into the start of the recording, which is just in our part three here. So if I just click on Recording our Internal Leadership Review. So it will take you immediately to a page, again, that gives you a little bit of information. So this part here, a little bit of information saying, have you actually read the guidance?

**[00:28:33.22] - Speaker 1**

So have you considered? Have you discussed it, and are you ready to record it? So we've already done that. So if we are ready to record, it takes you in. And the first thing that it has to do is identify who you've done it with. So if I just click on Recording our Review. So we can see here a whole list of the people that could be involved within your internal leadership review. So if, let's say, for example, I'm the careers leader I've also involved my head teacher. Let's say we've involved our link governor as well. Let's have a look. If we just go down, we've definitely included some of our SLT members. We have got... Let's see who else we might have. We've got the curriculum. Yeah, we've got pastoral. We've got teaching and learning in there as well. Excuse me. Let's go with... We've got some careers coordinators within, and then maybe it's our heads of department. So you're just going to click all the ones that you feel apply to whoever has conducted the discussions in that leadership review. So then we're going to click to save and Continue. And then it will take you to this page here.

**[00:29:47.13] - Speaker 1**

Now this page, you'll notice that it does look very similar to when you complete your, excuse me, your company's evaluations. And you can see the themes as you progress through them. So we've got themes all the way through to six. You can see that you'll get a little chequered response when you get to the end of it as well. So it's asking you to reflect on each of the statements and then fill in the boxes. So as you move through, similar to your compass evaluations as well, that will move along from left to right. So as the maturity model, it goes left to right. So if I just click on this part here. So on the maturity model that I showed you, we statements down the left-hand side, and then the maturity model went from left to right. But because of the way that it's been designed on here, we go from top to bottom. So you'll notice that that would be maturity one, two, three, four. So where in that maturity model I showed you where it went left to right, this is just going from top to bottom. You'll also notice here as well that there's a fifth one available.

**[00:30:58.14] - Speaker 1**

So we've got one, two, three, four, and then we've got a fifth one here as well. So it might be, for example, that you've not yet got somebody in place. Imagine if you're actually not the careers leader and you've just popped on to log the information, and it might be that there isn't a careers leader in your institution yet. You're able to put in a response to this one here saying, not yet achieving any of the response options. So you would just click that and then you look at the statement. So we're just going to say that we selected the second one there. So we've got a careers lead who's completed or is in the process of completing. So I'm just going to answer that one there. So as you start to work your way through, you just click Save and Continue, and then we can see just at the top here, the little toggle is starting to move its way from left to right through the different themes. So we're logging all of the answers based on the conversations that we've had within your groups and in your teams, and you work your way through.

**[00:32:07.05] - Speaker 1**

Now, let's just imagine that in your institution, a fire alarm goes off and you're halfway through completing it and you've got to leave the building. The good news is that the Compass+ or We and We will store this information for you, enable you to then resume this at any time. So that's a really great function there. So you can pick up and resume where you're left off and carry on filling it as you So if I click Save and Continue, didn't select an answer there. Sorry, if I just click that, Save and Continue. If I then came out of my plans, what we will notice here is I've got this one in progress. So This is the one that I was just completing. So we've had an emergency. We've solved that within our institution. If I just click Resume, it will take me back to the last question that I was completing and will allow me to then continue through with inputting the information. So don't worry, if you lose sight of your review, you can always then come back to it. I've also got a couple of prepared here just to show you what it looks like when you have completed them.

**[00:33:14.25] - Speaker 1**

So we're just going to... So when you've gone through, sorry, and you've answered all the questions and you filled in all the boxes, you can then click on your view responses and it will take you through the summary page. So what I'm going to do is exactly that. So Okay, so this is where I was saying, so if we've got our completed ones, you can see here I've got three already. And then once they are completed, we can literally just click onto the view responses and it will take us to our answers. So if I just click on view responses, it will take us to this summary page here. Okay, so what we've got here is you've got little arrows, and again, not too dissimilar to the Compass evaluations that you see on your dashboard, and that's quite deliberate. So that it feels quite familiar to us and to yourselves. And if you hover over these arrows, it allows you to see exactly what you filled in for your answer. Excuse me. So we can see that we've got some green ones in here are some of the different responses, and we've also got some orange or amber ones as well.

**[00:34:23.06] - Speaker 1**

So as we said, we're going to focus on initially themes one and two, where we feel we'll our highest leverage and our highest action. And so those are the only ones that are on this current visualisation. So we can see here we've got themes one and then we've got themes two as well. So what we can do is we can highlight and we can have a look at our strengths. So we're looking now or we're choosing to have a look where we feel we are doing well within our careers provision within our institution. I think it's really important, and I mentioned it earlier, that we do that as well because it's quite important that you understand where your strengths are within your particular institution. If we just click on where we've got highlight statements, if we click on indicated areas of strength, so we can then see where these are. It's important that we do this because when we are doing things well within our institutions, it's about how do we celebrate those. So I'm going to tell the learners about it. Are we going to do social media posts on this? We're going to make sure that we've let parents know, and we're maybe just going to send out some messaging to celebrate what we've done really well.

**[00:35:34.03] - Speaker 1**

And if you want to, you can focus in on your indicated areas improvement as well. So we've got our four areas here that we're saying we're doing really well with. But what we could also do is we could focus on our priority action areas. So these are the areas, so areas that we're going to have a look at now because I want to decide which ones within my institution we're going to focus on and which ones we're going to try and create some actions for as well. So obviously for me here, the first thing we're going to do is look at which are my key priorities for us as a school. And we can see which ones are quite low. And there's an issue here straight away we can see with that 1.5 for our governance. So there's ad hoc opportunities to consider careers provision at governing

body meetings and report to the governor as well. So maybe I've not got a system of meeting with my link governor in at this moment in time. And that's maybe something that I need to strengthen, because if I want to raise the profile and we want to meet strategically, it's got to be a whole approach to careers and not just that of you, the careers lead and not something that you might just consider.

**[00:36:49.00] - Speaker 1**

So we've got lots of different things. Enterprise advisor, engagement with the careers leader, support and then challenged by an enterprise advisor. So we see some of the areas that we are doing really well in or certainly progressing in. And then we've got the one for learner perception as well down here, so 2.5. So another area that we may need to focus on. So what am I going to do to gather that learner voice around my careers provision? So how do I know or how do you know how effective your programme is if we're not gathering that learner perception? Are you doing FSQ? That could be a big thing, which is a really great way of understanding your learners' perception of careers within your particular institution. So again, something that you can really focus on as well. So once you've done that and you've identified the areas that you need to focus on, you can then look if you want to review all of your responses in one go. And the way that you can do that. So we've looked at our areas that we think, right, these are the areas, the key areas that we need to focus on, areas that certainly we've scored low on the maturity model.

**[00:38:07.14] - Speaker 1**

If we want to see what all of our responses look like in one go, we can click on this, view all responses. Now, at the moment, this does come with a little bit of a health check because the development team have been doing some work on this and they've toggled it slightly differently. I do have a screenshot on the slide deck when I go back into it to show you what it will look like. But at the moment in a live product, you would need to scroll along your bar at the bottom here. So what we've got is our themes here down there, the left-hand side. And then what we've now got is how we have answered those particular questions or those particular, yeah, those questions in the statements, how we've answered them on that maturity model. So as you scroll along, you can see where you have agreed and you filled each of the questions in and put a response in for each of yours. But we will also then be able to see that as a whole once the product team has finished doing whatever they do in the background. But it will be a better layout very soon.

**[00:39:17.02] - Speaker 1**

So please just bear with us and watch out for that one going live. But it just allows you to see at a glance where you have answered all of your questions and where the progression can be made as well. Okay, so if we want

to have a look back and see how much progress has been made. So we've looked at our responses there. And if we now want to have a little look back and see what progress we've made, you can actually show the progress on this visualisation as well. So if we have a little look at this side here, and this is where we are going to compare against previous reviews. So this is the third leadership review that I've done. If I just take off the priority areas, and then I want to look at my previous internal leadership reviews, we can see the one in '22 and then the one in '23. If I want to compare this current one to how it was in '23, it then creates this overlay as to where we've made progress. We've moved on, let's say, from enterprise advisor engagement So I was in response one, and now as a result of putting some actions in place, I have moved up to response two.

**[00:40:39.08] - Speaker 1**

So we can start to look at how we are making that progress year on year within our particular settings and then look to see where we can then move to as an institution moving forward as well. So it's really quite nice here as you're able to share these documents as well. And so you can really see where we are progressing from that first year to then the second year and then where we are now. So it really does allow you to be quite strategic and quite focused and then hone in on the areas that need that development. Now, what we can also do here is we can share this information with any people who you need to, so it could be senior people, senior leaders, sorry, or people who were involved in the review, and you can let them see how you are progressing with this share button. So if we just click Share, you can copy the link. And then what Compass+ will do, it will let you know that it's copying the link and the data and the information on this particular screen. And then when you share it, when your senior leaders or anybody who's been involved in your leadership review, when they open it up, they'll see exactly the same as what you do.

**[00:41:54.17] - Speaker 1**

So they'll be able to see, they'll be able to toggle on the priorities so you can you can look at your areas of strength, you can look at your areas of development. So they will be able to see exactly what you do, and then they can then show how you've responded. But it's a great place for you to be able to share or a great option to be able to share that data and that information with those people that have been involved in your reviews and showing them what that data and information looks like as well. So we've got our key areas of focus through this section here. We've then got our internal leadership review comparison on the right-hand side here. And what we can also do, we can see our responses. But what I didn't show you was what the recommendations may be. So once you've decided on the one or the two or three priorities that you're going to take action on, you just want to make sure that you need to know what those next steps are. And the way that we can do it is down here. So I'm going to start thinking about my step by step actions for these.

**[00:43:08.14] - Speaker 1**

So I've chose the support and challenge from governance. So if I just reduce that one there. Within step one, we've got our support and challenge for governance. We can see here straight away, it shows you your first response. So it says you selected this response. And then you can read where you would need to move to next within this particular question in theme one. So we got our response, and then we can see what those other three responses are and how we can then move or where we need to move to next as an institution. So you can see that we've got maybe regular planned opportunities now for governors, and this is because this is my second or my third. In fact, if I just come off that, and this is where we are at the moment. So we've got now regular meetings in place for governors, but the next one is consistent reporting with governing body meetings and relevant subcommittee. So we can see where we need to move to next, and it's about that consistency certainly within this one. And it can then show where you are really starting to step it up.

**[00:44:23.03] - Speaker 1**

So if you then want to know how to support, or you can see that the support down here for this particular question, we've got Why this matters? And then we've got the support in this section here. So we've got support for engaging governors. So we could click into that there and then it takes us to this particular slide deck and this information and support that we could then share with our governors. So the support there, it's also online training, and it will take you directly to links. So these parts down the bottom here, they take you directly to links that can be linked to this particular question. So if we click on it on the slide, it takes you through to support for governors. So if we just come back to the system, so I can go on to advice for the stakeholders. We've got different ones down here. So let's have a look at this one. So we have careers impact evaluation stakeholder voice. So again, we can see where we responded on this one. Then what we've also got, again, is any help and support for the stakeholder. Again, it'll take you to those resources and how you can collect stakeholder insights as well.

**[00:45:44.24] - Speaker 1**

So once as a school, you've decided all of the different areas that you need to look at and the things that you're going to take action on, it's great to have those priorities, and you can see that they're in themes, one and two, but it also does have all of the other areas as well. So you can set yourselves a whole institution or a whole priority around development plan or improvement plan around themes three, which is understand labour market or themes four, which is linking the curriculum as well. It also just allows you to show where your encounters with employees and the experiences of the workplace are. There's lots of different things that you can then start to look at as well on all of those different themes. So you can then start to link yourself to some

of the other case studies that are going to be embedded within this and then see how you can then move things forward. So I think I've demonstrated most of where you would go to log your results, having a look at that maturity model, log your results, and then looking that data and information and then decide on where you then need to work on and put those actions in place as well.

**[00:47:10.04] - Speaker 1**

And remember that this can always be pulled up and it can be referred back to at any time. So rather than having something that's just stuffed in the back of a cupboard or a drawer, you can always then come back to these recordings and these answers that you've got on here for your internal leadership reviews and then and see where your areas of progress need to be. Okay, so I'm just going to jump back into my demo now. I'll just start to work my way back through the remainder of the slides. And a lot of this now is actually just going to be a bit of a recap and a refresh. So looking at how to record your internal leadership review. So again, we've got that on the navigation by the left hand side. Once you've convened within your particular setting, you would then go on to recording your results on that third section of the Leadership Review page. The second part is then actually recording it as well. So how to record it, you work your way through. Again, it looks very much like your Compass evaluations. You work All the way through your responses and that toggle at the top part there will start to move from Theme 1 all the way through to Theme 6.

**[00:48:22.24] - Speaker 1**

We've got the dashboard as well then where you can go on and have a look at your responses. You can then resume reviews that you've done that you've had to start inputting and then go away and then come back to. So you can do that there as well. You can then also share this information with other leaders, with other people that's being involved in your review, and you can then do whatever it is with that information you need to. Looking at the Insight, so again, you can focus on your areas of strength, which we definitely recommend doing. But then you can also look at your areas of development, and certainly something that as a leadership team that you've agreed upon these are where you fit on that continuum as to where you then can progress to in response to three, four, etc. This is what I was just mentioning earlier. So once the product team have completed their work within product, this is what your review all responses will look like. So where I have to use the scroll bar to go from left to right, this is how you will then see it eventually.

**[00:49:30.17] - Speaker 1**

So you can then see really as an overview where you've scored or where you've agreed and scored on each particular statement, and then also where that progress can be moving forward as well. We've also got the

recommendations which I went through, so it's great having those answers in there. But, okay, how do we move from response one to response two or 2-3, etc. And you've got, excuse me, what that descriptor is for the next response, but then also at the bottom, the information that can support you the guidance and the training, etc. The links and the resources that can support you in ensuring that progression is made. We can also, which I demonstrated showing that progress, and again, I think it's really key to showcase where we are moving forward, certainly to highlight the good work that's being done. But also if we're not moving forward in particular areas, that again, that focus and that alignment needs to be made to those areas that need that development. But a great tool and very much like the Compass evaluation dashboard, visualisation where you can compare previous evaluations to current ones and then impact that that has on benchmarks as well.

**[00:50:48.09] - Speaker 1**

Okay, so just, I suppose, encapsulating everything here. And we've got obviously those four keywords highlighted in red there, but that process of how we go about doing our internal Leadership Review. So once you have convened, so we get together individually, collectively, and then meet, excuse me, and discuss our agreed responses as to where we fit within that maturity model, we then go in and record it. Again, on Compass and on Compass+, you would go in and just literally record your answers as you've got them in front of you. And then again, we can go back to that front dashboard and see that progress year on year and then act. So this is where you are starting to focus in on those key areas where you need to develop and move along from response one to two and put those actions in place and have them written down and have people accountable to those actions as well. And only in doing that can we then start to move our careers provision forward and have that really overarching theme of best practise put in place. Just to bring things to a bit of a close. So looking at the resources and support that is available for you, within the Compass Help Centre, we've got the hyperlinks to all of the different resources that are available for you.

**[00:52:19.07] - Speaker 1**

We've also got those on the CEC website. So at the start of this webinar, I went on and showed you some of those different hyperlinks as to where you can get information and guidance on how to complete your internal leadership review. You've definitely got the resource directory. So again, from those recommendations, it took us to the resource directory, so different links to different resources that are available, whether that be for governors, for leaders, etc. Those are there for you to use as well. And then reach out to ECs and certainly Hub support. They can help give you advice and guidance on how to move along that continuum, things that you can do. They can also then identify other schools, other institutions that have already completed this internal leadership review. And then you can start with that peer-to-peer and that collaborative approach to what best practise and what excellence in careers looks like as well. Then our last couple of slides around our training



provision or the training that is there for you. We've got your careers leader training. As the landscape of your job role of a careers leader changes so very frequently, there is training available for you, which is provided by a host of different training providers down the bottom here.

**[00:53:41.20] - Speaker 1**

And it's all around equipping you to be the best careers leader you can be. So allowing you to be at the top of your game, understanding what that landscape looks like and what those developments are going to be within your particular roles, and just giving you every opportunity to progress in that way as well. So by accessing the QR code there, that will take you to a piece of information that allows you to sign up for a training and then just agree dates for that. We've got our wider training offer here as well, again, by accessing the QR code, that will then take you to a secondary page where it'll be our Hub, our portal, and you can go on there and then roll on to all of the different training opportunities that are there. So for example, we've got the careers impact system, peer-to-peer, Participant Learning. That would be an ideal one if you were looking to complete the internal leadership with you or you've already done it, and just can really give you that next steps and that support within that arena as well. Okay, so I'm just bringing things to a close now.

**[00:54:49.05] - Speaker 1**

And if we could get you to access the QR code and just leave any feedback from today's session. So the feedback we take on board really, really well, and it's really important to us. So if you have got any constructive or positive feedback for us, if you could leave it on there, that would be great. We understand that when you do come on to these webinars, that it is taking up some of your vital time. And so we want to make sure that these sessions, when you do attend them, are as meaningful as impactful as possible. So if there are things that you would like us to go through and that we haven't included, then please leave that there. We will take that on board. But similarly, if there are things that we're doing well and stuff that you've really found has hit the mark to also leave that feedback as well. It's always great to know where we're doing things correct and doing things well because then we can continue to do that for you as well. And that brings us, everybody, to the end of the webinar. So thank you very much for joining us today.

**[00:55:48.06] - Speaker 1**

Hopefully you found that really useful, really beneficial to really get that full understanding of what the internal leadership review is, how you go about doing that preliminary in that preparation work, and then how you can then record those responses and then gain those recommendations and actions as a result of that as well. So our takeaway now would be to really start to have those conversations within your institutions around gathering

together all those people involved in careers and seeing where your careers provision is on that maturity model and then recording those results. So thank you very much again for joining us. I hope it was really beneficial for you, and we will see you again in the future. Bye-bye.