

A guide to icanbea...



www.icanbea.org.uk

Content

What is icanbea...	2
How can icanbea... benefit young people?	2
What is the careers wizard?	3
What is 'My Page'?	4
What is Vacancies?	5
What does the filter do?	5
Signing up to icanbea...	6
Industries	7
Sectors in this industry	8
Organisations	9
Filter Tab	9
Organisations Map	10
Job Ideas	11
Explore	12
FAQ's	13
Contact details	15



What is icanbea...?

icanbea...

- ... is a careers website tailored to Suffolk & Norfolk, similar to an online local careers fair
- ... is a directory of industry information, local organisations, career videos and job suggestions.
- ...is a jobs-board with live local opportunities.

How can icanbea... benefit young people?

- It is a **FREE** to use website based around ideas and opportunities in Suffolk and Norfolk
- It highlights career options which young people may not have previously thought of
- It allows young people to see the wide range of organisations that they could potentially work for
- It provides information about industries and what they have to offer
- It allows young people to like and follow the industries and organisations that interest them
- It has live opportunities - apprenticeships, full/part time jobs, volunteering, work experience, work placements and graduate positions, that young people can apply for

What is the careers wizard?

The careers wizard helps to give users ideas about industries, job roles and organisations that they may be interested in.

It quickly helps them to 'like' and 'follow' things to get their 'My Page' started.

To begin, just hit ...

'Career Wizard'

or...

'Find Your Career'

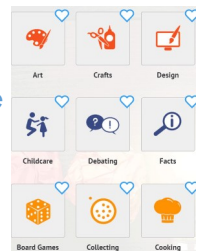


Find Your Career

Step 1 : Interests

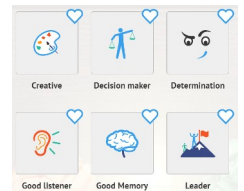
- Pick at least four interests, but you can pick more!
- Then hit 'continue' at the top or bottom of the page

The sign up will pop up but just pick 'Let me continue' for now.



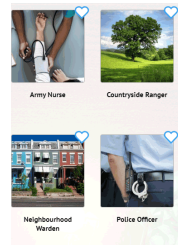
Step 2 : Skills

- Now pick at least four skills, but you can pick more!
- Hit 'continue' at the top or bottom of the page



Step 3 : Job Roles

- Pick at least two job ideas, but you can pick more, as there are loads!
- When ready, hit 'Finish' at the top or bottom to head to the 'My Page'!



What is 'My Page'?

'My page' is the user's profile on icanbea.... This is also where they will end up after completing the careers wizard.

The page stores all the likes and follows the user has chosen during the careers wizard and when exploring icanbea...

The areas on 'My Page' are:

- Job ideas liked
- Industry/Sectors liked
- Organisations followed
- Posts saved
- My Opportunities

My Opportunities are live opportunities/events and articles that are on icanbea... which are related to what is on the 'My Page'

If you're not quite sure about what the sections on the 'My Page' do, then just use the ? icons for more information.

My Page

2 Roles Liked | 2 Industries Viewed | 2 Organisations Viewed | 0 Jobs Favourite

Home | My Page

Your Progress: 25% complete | Want to reach the next level? | View your email address | We cannot post your job ideas if you have not verified your email yet.

My Likes

2 Roles Liked

Accountant
Accountants will design financial systems, check accounts, produce and manage legal documents. The role is highly technical.
[Learn More >](#)

Actor / Actress
Actors will work in theatre, television, radio and film. They will use speech, movement and expression to bring characters to life.
[Learn More >](#)

[Explore More Roles >](#)

Industries & Sectors Liked

Creative Industries
Are you a creative person? Can you produce our nation's operations and culture into design? What are your ideas?
[Learn More >](#)

Financial Services
The financial industry is the sector involved in banking, accounting and insurance and is responsible for the growth of the nation.
[Learn More >](#)

[Explore More Industries & Sectors >](#)

Organisations Followed

Access Creative College
Access Creative College is the UK's leading creative industries college. The college in Highbury is the place for you.
[Learn More >](#)

AVIVA plc
Aviva is a life, general and health insurance business and provides asset management services. We are the largest insurer in the UK.
[Learn More >](#)

[Flag View](#) | [Explore More Organisations >](#)

No Posts Saved

No jobs, events or articles are currently available. Please check later...

My Opportunities

Relevant Place | Any Post Type | Any Job Type | Any Distance | Postcode

[Apply Filter](#)

Search for a job, event or post...

Employers - Do you have staff in need of work due to Coronavirus?
[Save Post >](#)

Food production opportunities may be able to cover gaps in paid hours.
[Read More](#) | Agriculture, Food & Drink | Article

Graduate Software Engineer
[Save Post >](#)

AVIVA
Closing Date: 31st April 2020
Salary: £22,000 (depending on skills, experience and qualifications)
Location: Highbury, Highbury

[Read More](#) | Software & Web | Job




My Page

Vacancies

These are a collection of real opportunities, events and news. The opportunities can be full/part time, apprenticeships, volunteering, work experience, graduate schemes and work placements.

Users will need to be signed up to have full access to all of the real opportunities on icanbea... as without you will only see the most recent 20.


[Home](#) > [Vacancies](#) [Filter](#)



Home Educators Resources
25th March 2020
A non-exhaustive list that might help those effected by school closures due to coronavirus, compiled by home educators.
[Read More](#)

[Save Post](#)

Education & Teaching • Article



Food Production = Many positions available (2 Sister's Food Group)
21st March 2020
Closing Date: 30th April 2020
Location: Norfolk
2 Sisters Food Group have permanent and temporary positions available immediately.
[Read More](#)

[Save Post](#)

Farming & Food • Job

What does the filter do?

A filter will appear on the page once you've signed up.
The filter enables you to choose:

- Posts
- Post type - Job, Event, Article
- Job Type - Apprenticeships, full time, part time, work experience, etc..
- Distance - you can choose how many miles you want to search from your post-code

Posts

All Posts

Post Type

Any Post Type

Job Type

Any Job Type

Distance

Any Distance

Postcode

Postcode

You're using IP21, 4KID. If you'd like to use another one, please enter it here.

[Reset Filter](#) [Apply Filter](#)

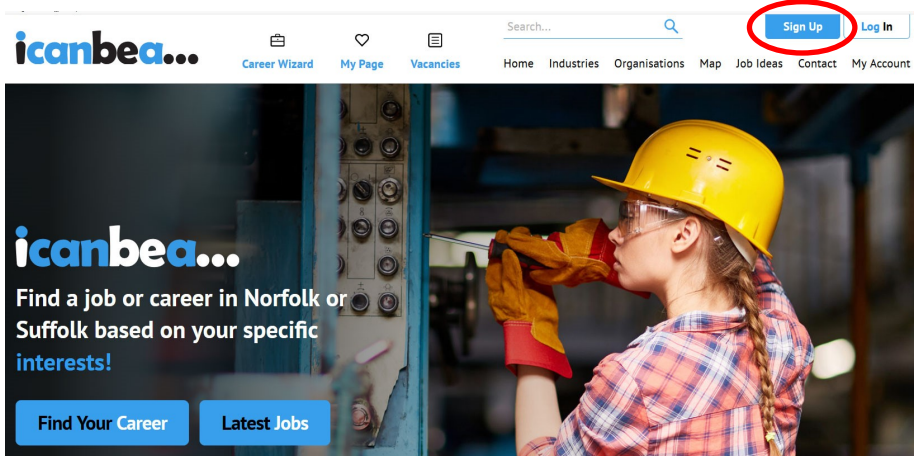
Signing up to icanbea...

'Sign Up' saves your choices, allows you to view all the opportunities, have access to the filter on the vacancies page and allows you to customise your icanbea... experience.

The process to signing up is very simple, all we need is :

1. Email Address
2. Postcode - optional but it will show opportunities near to where you live
3. Are you in Education? Yes (choose school) or No (pick reason why)
4. Date of Birth (month and year)
5. Password
6. Agreeing to the terms and conditions

If you verify your email address you will get notifications from the organisations you are following. You can turn the notifications off by going to 'My Account' then 'Account Settings'



Sign Up

Industries

The industry pages focus on those (key industries) in Suffolk and Norfolk. It is a page to help young people understand what an industry is

For example, Agriculture, Food and Drink.

Each industry page has the following information :

- Overview
- Career Pathway – links off to other educational websites
- Learn More – Extra websites
- Did you know? Fact
- Videos
- Sectors in this industry
- Organisations in this industry
- Posts

Agriculture, Food & Drink

84 Videos
View Videos

41 Organisations
View Organisations

25 Jobs/Posts
View Jobs/Posts

Home Explore Industries Agriculture, Food & Drink

Overview

Agriculture is much more than just food and drink, it is the industry that makes sure we have food – now and in the future.

The latest in science and technology are used to make crops and plants grow bigger faster and more resistant to disease and even grow in completely different climates!

In addition to crops and plants, agriculture uses the farm to rear animals in safe, happy conditions to make food for the whole country that everyone can afford.

Norfolk and Suffolk have a world class agriculture, food and drink sector which employs 112,000 people.

The fact is we have to be a world leading research base to meet the demand for food. In Norfolk Research Park (NRP), NRP is Europe's largest single site hub of research, training, education and enterprise in health, food and environmental science and is the location of global growth research.

In the agriculture industry there are roles for everyone – from scientific research into creating the latest pesticides, feeds and fertilisers through to the growing of crops, rearing of livestock, animal welfare and water management. There is also the massive business of buying and selling crops and animals and all the technology surrounding it, such as farm machinery, information technology and plant life. So there are many jobs to find in the industry and even roles to take around the farm!

Finally, there is a vibrant community of people, vets, growers, makers and garden centres that all play a part in the industry. It's a big business! This is just a taste of the variety and job roles to see what you could be in here for you.

Career Pathway

[Visit Suffolk College Apprenticeships](#)
[Course Search](#)

[Estates and Olety Career Guide](#)
[Find an Apprenticeship](#)

[Bright Crop](#)
[CV Tips and Templates](#)

Learn More

[Larids](#)
[Help you Choose](#)

[Norfolk Young Farmers](#)
[Suffolk Young Farmers](#)

[The Suffolk Food](#)

Did You Know?

2014 saw the highest level of milk production in the UK since Rick Astley's 'Never Gonna Give You Up' was number one (1987)

A Day in the Life - Garth Ashton

Adams Brewing Process

Adams Distilling Process

Adams Distillery Call

Adams plc

Barham Zoo

Africa Alive

Africa Alive

Organisations in this industry

Adnams plc
Established in 1872, Adnams is a family-run business as well as a world of beer. This is our beer and this is our passion.

[Learn More >](#)

Africa Alive
Set in 1000 acres, Africa Alive is home to more than 60 species of animals from around Africa.

[Learn More >](#)

AMTRA (Animal Medicines Training & Regulatory Authority)
AMTRA is the UK's leading training and regulatory authority for the veterinary profession.

[Learn More >](#)

Barham Zoo
Starting with a single orang-utan, Barham Zoo has grown to become a leading zoo in the UK, housing a wide range of animals from around the world.

[Learn More >](#)

[View all Organisations in this industry +](#)

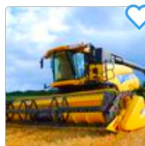


Sectors in this industry

All industry pages have a breakdown of the areas within the industry.

For example, Agriculture, Food and Drink, has four different areas of more specific information, two which are shown below:

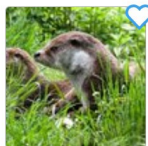
Sectors in this industry



Agritech

Agri-tech or Agricultural Technology is a rapidly growing sector in the UK and across the world and with the world class drink,...

[Learn More >](#)



Animal Welfare

Animal care can be hugely rewarding covering a large expanse of careers from zoo keeping, pet grooming and cattery management...

[Learn More >](#)

Sector pages are similar to industry pages but instead they are more specific about certain areas of industry.

The page information consists of :

- An overview
- Career Pathway – links off to other educational websites
- Learn More – Extra websites
- Did you know? Fact
- Videos
- * **Jobs roles in this sector** *(These are not on the industry pages)*
- Organisations in this sector
- Posts

Job roles in this sector

Animal Care Worker	>	Pet Shop Assistant	>
Animal Nutritionist	>	Pet Sitter	>
Animal Technician	>	Racehorse Trainer	>
Animal Welfare Inspector	>	Stable Staff	>
Assistance dog trainer	>	Toxicologist	>

Organisations

All of the organisations that have a profile page are local and offer something to young people.

Each profile contains information such as:

- What they do
- The type of opportunities they offer
- Videos of operations or staff members
- Contact details
- Live vacancies



Each organisation is tagged against the industry they are related to.

Some profiles contain 360-degree virtual tours. Lookout for the 360 icon.

Filter Tab :

The filter tab at the top of the organisations index page, filters for:

- All organisations / Organisations you are following
- Organisation in specific Industry/ sector areas
- The type of organisation
- Tags to help identify what the organisation offers on a regular basis i.e. work experience, apprenticeship programme, graduate scheme etc.



Organisation Type

Any

Tags

☐ Apprenticeship Programme
 ☐ Disability Confident
 ☐ Graduate Programme
 ☐ Hard Hat Safety & Careers Festival

☐ Virtual Tours
 ☐ Volunteering
 ☐ Work Experience
 ☐ Work Placements

Show Job Opportunities

Yes

Reset Filter

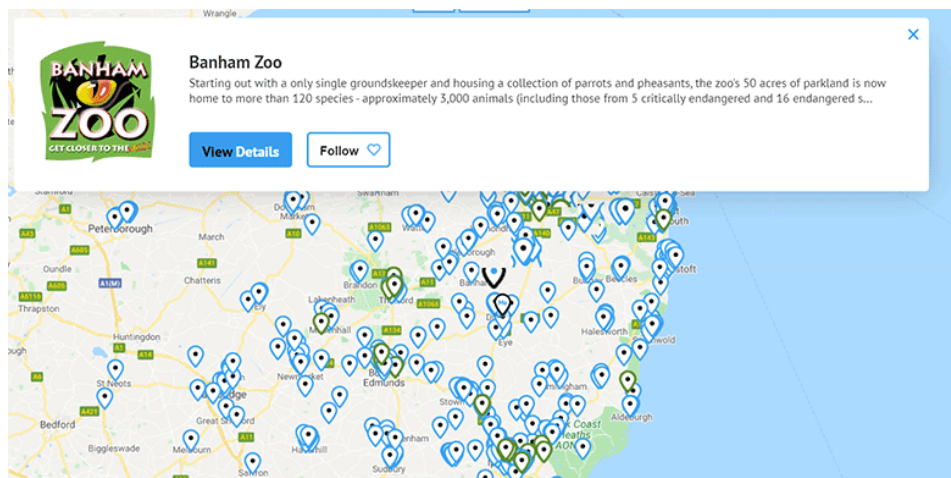
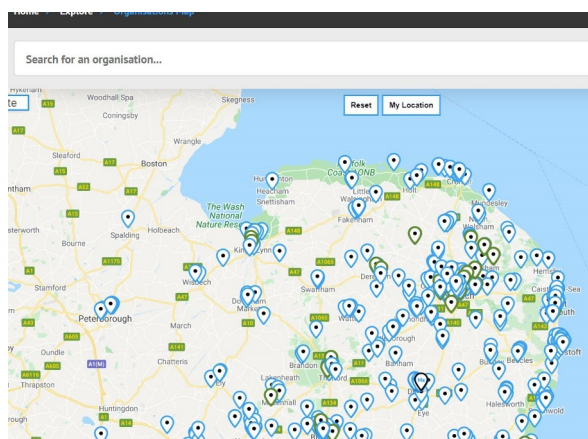
Apply Filter

Organisations Map

The map is designed to show young people where the organisations are.

You will see that some are not in Norfolk and Suffolk and this is because they show the organisation's head office. However their branches are located in Norfolk and Suffolk,

- Blue icons - Organisations
- Green icons - Job vacancies



Job Ideas

The job ideas are to help give young people ideas about the wide range of careers available.

They are shown in step 3 of the careers wizard. Each one is tagged against skills and interests, to help show young people what they could do with their skills and interests and give them job ideas that they may of not heard or thought about before.


Each job idea has :

- Job description
- Entry requirements
- Career Path & progression
- Required skills
- Starting salary
- Next steps
- Organisations that may offer similar jobs

Home > Explore > Job Ideas > Agricultural Engineer

Job Description

Agricultural Engineers will use their knowledge of engineering and biology to design, install and service agricultural, horticultural and forestry equipment. They will work with new technologies to improve existing techniques which will help farmers and land owners make better use of their land and resources



CLAASUK Engineer your career / 2017
ENGINEER YOUR CAREER
Call: 0800 0234414

Entry Requirements

There are various ways in which you can get into this job role and the entry requirements can vary depending on what you choose to do:

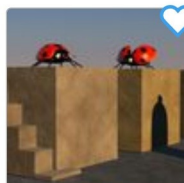
An Apprenticeship

You may be able to start by doing a land-based service engineering technician advanced apprenticeship and once working, complete further training to become an engineer. You will usually need 5 GCSE's grades 9 to 4 (A* to C) including English and maths for an advanced apprenticeship.

A university course

You could do a foundation degree or degree in agricultural engineering or agricultural machinery engineering. Follow the link to find courses offered by land based colleges. You can also get into this role through a higher national diploma or degree in environmental, electrical or mechanical engineering.

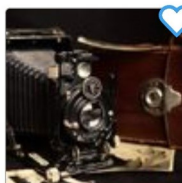
To take a **Foundation degree** you will normally need at least **one A Level**.



Animator

An animator will work in a range of industries to design, create and edit animations, they produce images that appear to come...

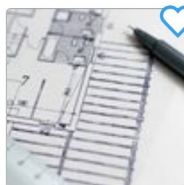
[Learn More >](#)



Antique Dealer

Antique dealers source, view, negotiate and buy antiques on behalf of a client, auction house or their own shop. Rates of pay...

[Learn More >](#)



Architect

Architects create designs for new projects, extensions, redevelopments and alterations. They use their specialist construction...

[Learn More >](#)



Army Nurse

Army nurses can find themselves working in a variety of settings. These can vary from NHS hospitals within Defence Medical...

[Learn More >](#)

Explore

All of the different areas on icanbea... are separately listed here – from the **Explore** menu in the website footer or mobile menu

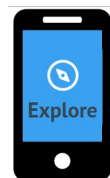
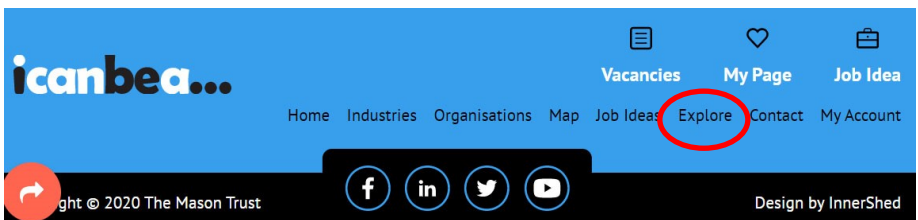
When a user has signed up they will be able to:

- change their account settings
- verify their email
- change their password
- add an avatar to their profile



In addition, the menu offers access to various additional resource pages such as:

- **Thinking about careers:** A useful page with CV tips and templates, covering letter and interview advice
- **Careerometer (LMI for ALL):** A tool that lets you compare salaries and other information for all sorts of jobs nationally
- **Home Education Resources:** Links to free learning resources and ideas across the web—perfect for students at home
- Other useful information—be sure to check it out.



Frequently Asked Questions

1 - Do I need to sign up for an account?

Sign Up allows you to save your careers wizards results and bookmark ideas, employers and opportunities that you are interested in. It also helps us to show you relevant careers information whenever you Log In! Creating an account lets us know that you find the site and tools useful, which helps us develop and grow the site!

2 - How do I find organisations who offer Work Experience?

The easiest way is to use the **Filter** on the **Organisations** index. Check the **Work Experience** box (or whatever you're interested in) to see organisations that have a regular W.E. offering. You can also use the filters in **Vacancies** or at the bottom of **My Page** to search for specifically advertised opportunities

3 - How do I use 'My Page'?

My Page lets you bookmark all the careers information you are interested in from the site. Click on any My Page items to explore them further. The **Roles Liked**, **Industries & Sectors** and **Organisations** bookmarked on the My Page influence the live Opportunities that show up at the bottom.

4 - How do I book icanbea... to come to my event?

The icanbea... team can attend careers events and even run workshops at your school. Teachers or Careers Leads should use our **Event Booking** page, accessible from the **Homepage** or in the **Explore** menu

5 - How do I find live opportunities?

All live opportunities such as **jobs**, **apprenticeships**, **Work Experience**, **Volunteering and Events** can quickly be found under **Vacancies**. A list tailored to your icanbea... interests can also be found at the bottom of **My Page**. Furthermore, specific opportunities can also be found at the bottom of the Industry, Sector and Organisation profile pages.

6 - How do I find out about industries and sectors?

Have a look at our **Industries** index to find out more about the Industries and Sectors in Norfolk and Suffolk, and the jobs and employers related to them. Using the career wizard is a good place to start as it will suggest some for you!

7 - Can I see where employers and jobs are?

Take a look at our **Map** to see pins for each employer we work with and their **branches and offices throughout the region**. You can also see jobs here, too!

8 - How do I bookmark an opportunity that I am interested in?

If you see an opportunity that you're interested in or want to apply for later, use the **Like** or **Heart button** to add it to your **My Page**. If you want to remove items, just use the buttons again

9 - What does the careers wizard do?

The careers wizard is a great way to start exploring our **Job Ideas** and the Industries, Sectors and Employers that could help you with them. **Completing the careers wizard will quickly add items to your My Page** and by extension, **customise the Opportunities feed** at the bottom

10 - Should I enter my postcode during the sign-up process

Only if you want to! The postcode can be used within the filters to show you **how close various opportunities are**. You can enter it later, or change it any time via the My Account page. You can just **type a temporary postcode when using the Vacancies** page.



icanbea...



If you have any questions or queries please do not hesitate to contact the team by email or telephone at:

team@icanbea.org.uk

01379650041

www.icanbea.org.uk

