

Professional Careers Education and Guidance Forum Wales

Inaugural Meeting – Mercure Holland Hotel, Cardiff, Monday January 15th 2018, 2.30 - 4pm

AGENDA

1. Welcome and Introductions - Introduce self, SFD and CP - Housekeeping (fire, phones, duration) - (Be prepared for Welsh language query) - Invite attendees to introduce themselves - Apologies from those who wanted to attend but couldn't	JE	5
2. The Career Development Profession, the UK perspective - Quality in context of trends (CBI statement – the employers' voice) - The CDI – who are we - Here together because of shared passion for maximizing people's potential regardless of age/context	JE	15
3. The Welsh Context - Broad-brush overview of key trends (SFD to input/deliver part)	SFD	5 ish
4. Professional Careers Education and Guidance Forum Wales - Discussion around terms of reference - First meeting – more strategic in focus (your rep next time?) - Why now	JE	5 ish
5. Exploration of objectives [Facilitated session: breakout into four groups each looking at one objective, feedback using these questions] - Which matter most to you and why? - What would you value most/is needed most? - What could you offer? - Who (else) should be here	CP	20
Comfort break/Stretch		
6. Identifying Priority Activities and Timeline - Defined actions with named individuals as volunteers with date - Identifying a volunteer to be secretariat - Frequency of meetings (quarterly or six monthly) - Format – physical/virtual - The CDI role to fund meetings	JE/CP	20
7. AOB - summarising outputs of the meeting; - last thoughts, sharing of news; discussion of date, venue for next meeting etc	JE/CP	
8. Thanks and close		