



DYW | Developing the
Young Workforce



Construction Work Tasters

Employer Guide

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1. Introduction

What is a Work Taster?

MESSAGE TO EMPLOYERS

As an employer in the construction sector, you know firsthand the importance of having a skilled and knowledgeable workforce. However, encouraging talented young people to follow a career in construction can be challenging.

You could play a vital role in providing young people with that hands-on experience which can help them to begin their journey into the sector. Work tasters are aimed at 16 to 25-year-olds. The timescale of a work taster is flexible, but it should give young people experience or insight of a construction working environment and a realistic idea of what it's like to work in our industry. A work taster may focus on one or multiple career paths. Examples of work tasters include, but are not limited to, site tours, open days and workplace visits.

By being involved in this national project, you'll have the opportunity to showcase your company, industry and potential career paths to young people. And if you'll be looking to recruit in the future, it's a chance for you to meet some young people who could become future employees.

Moreover, by delivering work tasters you have a unique opportunity to shape the future construction industry in Scotland. You'll be investing in the next generation of skilled workers and contributing to the growth and development of the industry.

We are asking companies of all sizes to support this initiative. If you're interested in learning more about the project and how you can get involved, please visit www.worktasters.scot or email construction@worktasters.scot.

BENEFITS OF PARTICIPATING IN THE PROGRAMME

- Access to a diverse pool of potential candidates: By participating in the programme, employers can connect with young people from a range of backgrounds who may not have previously considered a career in construction. This can help to address skills shortages and build a more diverse and inclusive workforce.
- Enhanced reputation: Employers who participate in the programme can demonstrate their commitment to social responsibility and workforce development, which can enhance their reputation and appeal to customers, investors, and employees.
- Improved recruitment outcomes: Work tasters can provide an opportunity for employers to identify and recruit talented young people who are a good fit for their organisation. This can lead to reduced recruitment costs and improved retention rates.
- Increased employee engagement and motivation: Employees who are involved in the programme as mentors or trainers can benefit from increased job satisfaction and motivation, as well as enhanced skills in leadership and communication.
- Contribution to the wider community: By participating in the programme, employers can contribute to the wider community by providing young people with access to meaningful work taster opportunities and supporting workforce development in the construction sector.

BENEFITS OF PARTICIPATING IN THE PROGRAMME

01

Access to a diverse pool of potential employees



02

Improved recruitment outcomes



03

Contribution to the wider community



04

Enhanced reputation



05

Increased employee engagement and motivation



WHO CAN RUN WORK TASTERS?

- Construction Companies
- Trade Associations
- Training Providers
- Community Organisations

Staff members who can run work tasters include:

- Project Managers
- Site Managers
- Trade Supervisors
- Community Benefits Advisors
- Experienced Tradespeople

It's important that staff members have the necessary skills to engage and inspire young people and to create a safe and positive learning environment. Additionally, staff members should have the necessary qualifications and certifications to conduct work tasters in accordance with health and safety regulations.

2. Planning and Preparation

How to Get Started

SETTING PROGRAMME GOALS AND OBJECTIVES FOR THE ORGANISATION

You can design a work taster programme based on your company's needs by identifying your business objectives and determining the skills and competencies required for success in the future. There are several ways in which construction work tasters can align with your company's objectives:



PROGRAMME GOALS AND OBJECTIVES

- 1 DEVELOPING A SKILLED WORKFORCE
- 2 BUILDING BRAND AWARENESS
- 3 IMPROVING DIVERSITY AND INCLUSION
- 4 STRENGTHENING RELATIONSHIPS WITH EDUCATION PROVIDERS

PREPARING AND CONDUCTING RISK ASSESSMENTS

HEALTH AND SAFETY CONSIDERATIONS

Employers should carry out a thorough health and safety risk assessment before running a construction work taster. The risk assessment should identify potential hazards and risks associated with the work taster activities and evaluate the level of risk and the steps necessary to mitigate the risks. Employers should ensure that work taster participants receive an appropriate health and safety induction at the beginning of the day and that they are supervised and supported throughout the work taster. Employers should also ensure that work taster participants have the necessary personal protective equipment (PPE) and that any equipment and machinery used during the work taster is in good condition and safe to use.

Support and template resources are available from the Construction Work Taster team.



3. Recruitment and Selection

Who Attends a Work Taster

IDENTIFYING POTENTIAL CANDIDATES FOR THE PROGRAMME

Construction work tasters are aimed at young people (primarily those aged 16 to 25). They may include school or college students, recent graduates, or young people who are not in education, employment or training.

Generally, it is recommended to have a small group of up to 15 young people per work taster session to ensure adequate supervision and attention to each participant. However, this may be adjusted based on the specific needs and resources of the employer.

DEVELOPING A SELECTION PROCESS AND CRITERIA

The Construction Work Taster team can support you to identify young people for your work tasters. If you already have connections with educators, including DYW Regional Teams, they can also help to match young people to the opportunities you can offer.



PREPARING CANDIDATES FOR THE WORK TASTER

To help a young person prepare for their construction work taster, the employer should provide information about the following:

- The date and time of the work taster.
- The location and directions to the site.
- What personal protective equipment (PPE) the young person needs to bring or will be provided.
- A description of the tasks they will be undertaking during the work taster.
- Information about your company and its values.
- Contact information for the employer or any staff members who will be supervising the work taster.

By providing this information in advance, the young person can arrive prepared, informed, and ready to make the most of their work taster experience.

This information can be shared with the educators who are helping to match your work taster to young people, or you can upload the details on our [website](#) for young people and educators to sign up for.

4. The Work Taster

OVERVIEW OF WHAT TO INCLUDE IN A WORK TASTER

Here are some activities that could feature in your construction work taster:

- **Welcome and introduction:** Introduce yourself and the company to the work experience candidate, explain the objectives of the programme, and provide an overview of the day's schedule and any health and safety requirements.
- **Job shadowing:** Accompany the candidate on a tour of the site and introduce them to different roles and responsibilities within the company. Allow the candidate to observe and ask questions about different tasks and processes, and explain the importance of health and safety measures and demonstrate their use in practice.
- **Hands-on experience:** Assign the candidate a task that is safe and appropriate for their level of experience and interest. Provide clear instructions and supervision as necessary, and encourage the candidate to ask questions and seek feedback on their performance.
- **Career information and support:** Explain the different career paths and opportunities within the construction industry, provide guidance on the skills and qualifications required for different roles and how to pursue them, and discuss the benefits of further education and training and offer advice on where to find relevant resources.
- **Health and safety training:** Provide training on the key health and safety measures and procedures that are essential for working safely in the construction industry. This could include topics such as the use of personal protective equipment, hazard identification, and emergency response procedures.
- **Site tour and observation:** Provide a guided tour of the construction site, highlighting different areas and features of the site, and explaining the different phases and stages of the construction process. Allow the candidate to observe the work in progress and ask questions about the different tasks and processes.

- **Interactive group activities:** Organise group activities that involve collaboration and problem-solving, such as a construction project simulation or a team building exercise. This can help the candidate develop their communication and teamwork skills, and gain a sense of the collaborative nature of the construction industry.
- **Networking and socialising:** Provide opportunities for the candidate to meet and interact with other professionals in the construction industry, such as a lunch or coffee break with members of the team or other stakeholders. This can help the candidate build their professional network and gain a sense of the community and culture of the industry.
- **Guest speakers:** Inviting guest speakers who have experience in the construction industry can be an excellent way to give participants insights into the industry and the various career paths available to them. Guest speakers could include construction managers, engineers, architects, or skilled tradespeople.
- **Mock interview or CV workshop:** For participants who are interested in pursuing a career in the construction industry, a mock interview or CV workshop could be a useful addition to a work taster day. Participants could receive feedback on their CVs or have the opportunity to practise their interview skills with construction industry professionals.
- **Feedback and reflection:** Provide the candidate with feedback on their performance and ask for feedback on their impressions of the company and the industry. This can help the candidate reflect on their experience and identify areas for improvement and future development.
- **Wrap-up and evaluation:** Summarise the day's activities and discuss any final questions or concerns. Collect feedback from the candidate on their overall experience and suggestions for improvement, and thank them for their participation.

ITINERARY EXAMPLE: FULL-DAY WORK TASTER

9:00 - 9:30 AM: Welcome and introduction

- Introduce yourself and the company to the work experience participant
- Explain the objectives of the work experience programme and what they can expect to gain from it
- Provide an overview of the day's schedule and any health and safety requirements

9:30 - 11:00 AM: Job shadowing

- Accompany the participant on a tour of the site and introduce them to different roles and responsibilities within the company
- Allow the participant to observe and ask questions about different tasks and processes
- Explain the importance of health and safety measures and demonstrate their use in practice

11:00 - 11:15 AM: Break

11:15 AM - 12:30 PM: Hands-on experience

- Assign the participant a task that is safe and appropriate for their level of experience and interest
- Provide clear instructions and supervision as necessary
- Encourage the participant to ask questions and seek feedback on their performance

12:30 - 1:30 PM: Lunch break

ITINERARY EXAMPLE: FULL-DAY WORK TASTER

1:30 - 2:30 PM: Feedback and reflection

- Discuss the participant's experience so far and ask for feedback on their impressions of the company and the industry
- Provide constructive feedback on the participant's performance and suggest areas for improvement
- Discuss any potential opportunities for further work experience or employment within the company

2:30 - 3:30 PM: Career information and support

- Explain the different career paths and opportunities within the construction industry
- Provide guidance on the skills and qualifications required for different roles and how to pursue them
- Discuss the benefits of further education and training and offer advice on where to find relevant resources

3:30 - 4:00 PM: Wrap-up and evaluation

- Summarise the day's activities and discuss any final questions or concerns
- Collect feedback from the participant on their overall experience and suggestions for improvement
- Thank the participant for their participation and offer contact information for further follow-up.

ITINERARY EXAMPLE: 2-HOUR WORK TASTER

10:00 - 10:10 AM: Welcome and Introduction

- Welcome the participants and provide a brief introduction to their work taster.
- Explain the objectives and what they can expect to gain from the session.

10:10 - 10:30 AM: Presentation and Overview

- Give a presentation about the construction industry, its importance, and the different career opportunities available.
- Provide an overview of the company and its role within the industry.

10:30 - 10:40 AM: Site Tour

- Conduct a guided tour of the construction site, showcasing different areas and explaining the various stages of construction.
- Highlight key features and safety considerations.

10:40 - 11:00 AM: Hands-on Activity

- Conduct a hands-on activity related to a specific aspect of construction (e.g., assembling a small structure, using basic tools, or solving a construction-related problem).
- Provide instructions and guidance throughout the activity.

11:00 - 11:10 AM: Q&A Session

- Allow participants to ask questions about the industry, the company, the site tour, or the hands-on activity.
- Provide answers and additional insights based on their inquiries.

ITINERARY EXAMPLE: 2-HOUR WORK TASTER

11:10 - 11:25 AM: Discussion and Reflection

- Engage in a discussion about the participants' impressions and experiences during the site tour and hands-on activity.
- Encourage them to share their thoughts, insights, and any observations they made.

11:25 - 11:35 AM: Career Guidance

- Provide information about different career paths within the construction industry.
- Discuss the skills and qualifications required for specific roles and offer guidance on pursuing them.

11:35 - 11:50 AM: Next Steps and Opportunities

- Discuss potential next steps, such as further work experience opportunities, apprenticeships, or educational pathways.
- Provide information on how participants can continue to explore careers in the construction industry.

11:50 - 12:00 PM: Closing Remarks

- Summarise the key points discussed and emphasise the importance of the construction industry.
- Thank the participants for their time and participation.

ACTIVITIES - PROFESSIONAL ROLES

If a work taster day was focused on introducing participants to professional roles in the construction sector, it could include the following activities:

- **Job shadowing:** Participants could be paired with professionals in different roles, such as architects, engineers, project managers, or estimators, and shadow them for a few hours to gain insight into their daily tasks and responsibilities.
- **Case study analysis:** Participants could be given a construction project case study and work in groups to analyse the project from different professional perspectives, such as an architect, engineer, or project manager. This would allow participants to understand how different professionals work together on a project.
- **Professional presentations:** Professionals from different roles in the construction sector could give presentations about their career paths, qualifications, and daily tasks. This would give participants a broad understanding of different roles and potential career paths.
- **Design challenge:** Participants could be given a design challenge, such as designing a floor plan or building model, and be guided through the process by a professional architect or engineer. This would allow participants to experience what it's like to work in a design role.
- **Project management simulation:** Participants could be given a project management simulation, where they have to make decisions about budget, timelines, and resources, and see the impact of their decisions on the project. This would allow participants to experience what it's like to work in a project management role.
- **Networking opportunities:** Participants could have the opportunity to network with professionals in the construction sector, such as attending a networking event or participating in a speed mentoring session.

ITINERARY EXAMPLE: PROFESSIONAL ROLES OR OFFICE-BASED (FULL-DAY)

9:00 am - 9:30 am: Introduction and safety briefing

- Welcome and introduction to the day's activities
- Safety briefing, including an overview of safety equipment and practices

9:30 - 11:00 AM: Job shadowing

- Participants are paired with professionals in different roles (architects, engineers, project managers, etc.)
- Participants shadow professionals for a few hours to gain insight into their daily tasks and responsibilities

11:00 am - 12:00 pm: Professional presentations

- Professionals from different roles in the construction sector give presentations about their career path, qualifications, and daily tasks
- Participants have the opportunity to ask questions and gain a broad understanding of different roles

12:00 pm - 1:00 pm: Lunch break

ITINERARY EXAMPLE: PROFESSIONAL ROLES OR OFFICE-BASED (FULL-DAY)

2:30 pm - 3:30 pm: Project management simulation

- Participants are given a project management simulation, where they have to make decisions about budget, timelines, and resources
- Participants see the impact of their decisions on the project and experience what it's like to work in a project management role

3:30 pm - 4:00 pm: Networking opportunities

- Participants have the opportunity to network with professionals in the construction sector, such as by attending a networking event or participating in a speed mentoring session

4:00 pm - 4:30 pm: Wrap-up and feedback

- Participants provide feedback on the day's activities
- Wrap-up and thank you to participants and professionals

This schedule provides a diverse range of activities and opportunities for participants to engage with professionals in different roles in the construction sector. It also allows for breaks and networking opportunities to ensure participants have a well-rounded and engaging experience.

ITINERARY EXAMPLE: PROFESSIONAL ROLES OR OFFICE-BASED (HALF-DAY)

9:00 am - 9:15 am: Welcome and Introduction

- Welcome participants and provide an overview of the work taster programme.
- Introduce the professionals representing different roles in the construction sector.

9:15 am - 9:30 am: Presentation on Professional Roles

- Professionals give brief presentations about their specific roles, highlighting responsibilities, qualifications, and career paths.
- Participants gain insights into the diverse professional opportunities available in the construction industry.

9:30 am - 10:15 am: Job Shadowing and Q&A

- Participants shadow professionals in their respective roles, observing their tasks and activities.
- Engage in a Q&A session where participants can ask questions and seek further information about the roles.

10:15 am - 10:30 am: Break and Networking

- Participants take a short break and have the opportunity to network with the professionals and fellow participants.

ITINERARY EXAMPLE: PROFESSIONAL ROLES OR OFFICE-BASED (HALF-DAY)

10:30 am - 11:00 am: Hands-on Activity or Simulation

- Participants engage in a hands-on activity or simulation relevant to a specific professional role.
- They gain practical experience and a deeper understanding of the skills and tasks involved in the role.

11:00 am - 11:15 am: Reflection and Discussion

- Participants reflect on their experiences during the hands-on activity or simulation.
- Engage in a group discussion, sharing insights, challenges, and key takeaways.

11:15 am - 11:30 am: Closing and Next Steps

- Summarise the day's activities and highlight the value of professional roles in the construction sector.
- Provide information on potential next steps, such as further education, apprenticeships, or career pathways.

11:30 am - 12:00 pm: Networking and Follow-up

- Participants have additional networking time to connect with professionals, exchange contact information, and seek further guidance.
- Professionals offer follow-up support and resources for participants interested in pursuing specific roles.

POSSIBLE CAREER PATHS AND OPPORTUNITIES IN THE CONSTRUCTION INDUSTRY

At the end of a work taster, you can provide support to a young person by offering guidance on potential next steps and opportunities, as well as offering feedback to the young person. Here are some specific examples of the support you might be able to provide:

- Discussion of potential career paths and opportunities within the construction industry.
- Guidance on the skills and qualifications required for different roles and how to pursue them.
- Advice on the benefits of further education and training, and where to find relevant resources.
- Feedback on the young person's performance, behaviours and attitude during the work taster, including areas of strength and areas for improvement.
- Suggestions for further work experience or employment opportunities within the company.
- Information on relevant apprenticeships, traineeships or college courses.
- Contact details for further follow-up and questions.

Please also thank the young person for their participation and make sure they have any necessary information on the company, such as your services or products, goals, and mission statement.

EVALUATING THE WORK TASTER EXPERIENCE

Part of the Construction Work Tasters project aims to have all young people complete the same registration and evaluation form. This consistency is helping our sector to build a comprehensive understanding of what good looks like when it comes to running work tasters for Scotland's young people. If you're running work tasters, please speak with us about how we can share our learnings, and you can access the registration and evaluation forms at www.worktasters.scot/evaluation-forms

HANDLING ANY ISSUES OR CONCERNS THAT MAY ARISE

The Construction Work Tasters team will support all issues or concerns that may arise before, during or after a work taster.

Email: construction@worktasters.scot

Phone: 07398 215 565



5. Next steps

IMPORTANCE OF WORK TASTER OPPORTUNITIES

Participating in the work tasters programme offers significant benefits for employers in the construction industry:

- **Attracting and Nurturing Talent:** Engage young individuals exploring career options, inspiring their interest in the industry. By showcasing professional roles and offering hands-on experiences, employers can identify and nurture potential future employees.
- **Building a Skilled Workforce:** Contribute to the development of a skilled workforce by introducing participants to the diverse roles and qualifications required in the construction sector. By promoting career pathways, employers can help shape a pipeline of talent for future recruitment needs.
- **Promoting Positive Branding:** Participating in the work tasters programme allows employers to enhance industry awareness, dispel misconceptions, and attract a diverse range of talent. By showcasing exciting opportunities, employers can shape a positive perception of the construction industry and their own brand.
- **Contributing to the Community:** Engaging with work tasters enables employers to give back to their community by providing insights and opportunities for personal and professional growth. This involvement demonstrates a commitment to supporting local talent and the overall success of the construction sector.
- **Collaboration and Innovation:** By interacting with young individuals, employers can gain fresh perspectives, innovative ideas, and creative solutions. Engaging with work tasters fosters collaboration, drives workplace improvement, and promotes a culture of innovation within the company.

WAYS TO GET INVOLVED AND SUPPORT THE CONSTRUCTION WORK TASTERS PROGRAMME

Employers can easily get involved in the work tasters programme by following these steps:

- **Contact the Construction Work Taster Team:** To express interest or seek further information, employers can reach out to the Construction Work Taster team at construction@worktasters.scot. The team will provide guidance and answer any questions related to participation in the programme.
- **Share Best Practices and Collaborate:** If employers are already running work taster activities, the team encourages them to get in touch. Sharing experiences and best practices helps create a collaborative environment where success stories can be learned from and improved upon together.
- **Utilise Evaluation Forms:** For employers currently running work tasters, the team encourages the use of evaluation forms available at worktasters.scot/evaluation-forms. These forms provide a structured approach to collect feedback and evaluate the effectiveness of the work taster activities. This feedback is invaluable for continuous improvement and refining the experience for participants.
- **Seek Support for Starting Work Tasters:** If employers are interested in running work tasters but are unsure where to begin, the Construction Work Taster team is ready to provide support. Whether it's guidance on structuring the programme, identifying suitable activities, or ensuring compliance with regulations, the team is there to assist employers in launching successful work taster initiatives.



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CONSTRUCTION@WORKTASTERS.SCOT**