



Creating a Met Office job advertisement

1 Tell young people they will have to imagine they are working for the Met Office and they need to hire someone in their team. Tell them they have to imagine they are recruiting for a role so they need to create an exciting job advertisement to attract skilled and successful candidates

2 Split the group into smaller teams and tell them they will have a look at a few roles at the Met Office, and they will need to pick one they need to advertise. They can pick one of the roles below (click on the links below for more information about each role):

- **Communications apprentice**
- **Office Software Developer**
- **Expert IT Practitioner**

Depending on the level of the groups you're working with and the time available, you could ask young people to do their own research and pick a role themselves



20–25 minutes



Groupwork



Job advertisement template

3 Prompt them with the questions below to help them with the task:

- What's the job title?
- What are the roles and responsibilities for this job?
- Where is the job based? Can the location be flexible?
- What qualifications and experience are needed for this role?
- What do candidates need to do to apply for this role? I.e. send a cover letter? A CV?

They can use the job advertisement template (on page 3) and fill it in as a group

4 Bring the groups back together and conclude that there are a range of exciting roles at the Met Office and that these require lots of different types of personalities and skillsets

Optional extension

As an extension, encourage the group to think about how to use the information they have gathered on their to design a more visually engaging and eye catching way job advertisement. They could create a poster, a social media post, or a short film. They could think of adding some pictures, or maybe coming up with a catchy slogan. If you have time, you could get everyone to present their creative job advertisements to the rest of the group.



5 minutes



Groupwork



Job advertisement template

Job advertisement template

Job title:

Roles and responsibilities:

Qualifications, experience and skills:

How to apply: