

Student Handout: Exploring Part-Time Work and Starting a Home Business

Part-Time Work & Home Business for Young People

Why Should You Consider Working or Starting a Business?

- You might want to earn money to save for something special, help out with family expenses, or gain independence.
- Working part-time or starting a home business can give you valuable experience and skills that will help in your future career.

Before You Start: Talk to Your Parents

- It's important to have a conversation with your parents to ensure your education remains a priority.
 - Balancing school and work is key so your studies don't suffer while you earn money.
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Creating Your First CV

What is a CV?

- A CV (Curriculum Vitae) is a summary of your personal details, education, skills, and experience.
- It gives employers a clear idea of your qualifications and whether you're a good fit for the job.

What Should You Include in Your CV?

- **Personal Information:** Name, date of birth, address, and contact details.
- **Education:** What school you attend, subjects you are studying, and any exams you are preparing for.
- **Skills:** Any skills you have, like communication, teamwork, or using computers.
- **Experience:** Include any volunteering, babysitting, helping out at family businesses, or any activities that show responsibility.

Example Text for Your CV: "Hi, my name is Amy. I'm 15 years old and I'm looking for a part-time job. I'm in Year 10 and enjoy studying English and Art. I've babysat for my neighbours and helped my mom in her shop,

which gave me experience with handling customers and money. I am organized, work well with others, and play on my school's netball team."

How to Improve Your CV Using AI Tools

Using AI to Help You Write Your CV:

- After drafting your CV, you can use ChatGPT or other AI tools to improve it.
- Here's how to do it:
 1. Go to ChatGPT and type: "Can you rewrite the following and create a CV for me?"
 2. Enter your details (name, date of birth, address, etc.) and your draft text.
 3. ChatGPT will format and organize your information into a professional CV.
 4. Save your CV as a Word document or PDF, ready to send to employers or print out.

Where to Apply for Jobs:

- National employers like McDonald's, supermarkets, and retail stores often hire young people for part-time jobs.
 - Check out local businesses, too! Hand in your CV or send it via email.
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Starting a Home Business

Why Consider a Home Business?

- You can work from home and keep most of the money you make (minus taxes if your earnings are high enough).
- It's a great way to turn something you enjoy into a profitable hobby or business.

What Are the Tax Rules for Young Entrepreneurs?

- You can earn up to £12,570 a year (around £1,047.50 a month) without paying income tax.
- If your business earns over £1,000 a year, you may need to register with HMRC and file a self-assessment tax return.
- If you earn over £12,570, you will need to pay income tax and possibly National Insurance contributions.

Ideas for Home Businesses

Here are a few business ideas you can start from home:

1. **Dog Walking/Pet Sitting:** If you love animals, offer a service to walk dogs or pet sit in your neighbourhood.
 2. **Crafts & Art:** If you're good with your hands, create handmade crafts or artwork to sell online.
 3. **Tutoring:** If you're good in a particular subject, offer tutoring to younger students.
 4. **Bike Repairs:** If you're mechanically inclined, offer basic bike repairs or services.
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Using AI to Write a Business Plan

- AI can also help you create a business plan! Here's how:
 1. Go to ChatGPT and describe your business idea (e.g., dog walking or selling crafts).
 2. Ask it to generate a business plan for you, including how to promote your business and determine your prices.
 3. Copy and save your business plan to a document.
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Key Takeaways

- **Balancing Work and School:** It's important to ensure that your part-time work or business doesn't interfere with your education.
 - **Writing a CV:** Use AI tools to help make your CV look professional.
 - **Starting a Business:** Think of a business idea that matches your hobbies or skills and start small.
 - **Managing Earnings:** Be aware of income tax rules if you earn over £12,570 a year.
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Next Steps

- **Homework:** Complete your CV using ChatGPT and bring it to the next lesson.
 - **Optional:** Create a business plan using AI for a potential home-based business idea, and be ready to share it with the class.
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Remember: The key to success in both part-time work and business is organization, planning, and doing something you enjoy. Good luck!

This handout supports your learning from the interactive video. For more help, visit www.discoverlifefskills.com.

Rought Text for CV

"Hi, my name is Amy, I'm 15 years old and I'm looking for a part-time job. I'm in Year 10 at school and I'm doing pretty well in my classes. I really enjoy English and art. I've babysat my neighbours' kids a few times and sometimes I help my mum in her shop on weekends, so I've got some experience with handling customers and money. I'm very organized and can work well with other people. I also play on the school netball team and have learned a lot about teamwork."

Professional CV generated from the above text ready to send to
Employees generated by ChatGPT

Amy Johnson

123 Main Street, Townsville

Phone: 01234 567890

Email: amy.johnson@email.com

Profile:

A motivated and responsible 15-year-old student with experience in customer service and childcare. Organized, reliable, and able to work well in a team. Currently seeking a part-time job to gain more experience while continuing my education.

Education:

- **Townsville High School**, Year 10 (2023 – Present)
Subjects: English, Art, Mathematics, Science
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Experience:

- **Babysitter** (2022 – Present)
Babysit for local families, ensuring the safety and well-being of children, organizing activities, and helping with homework.
 - **Shop Assistant** (Weekends, 2022 – Present)
Help at family-owned shop, handling cash, assisting customers, stocking shelves, and maintaining a clean environment.
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Skills:

- Strong communication skills
 - Teamwork and collaboration (Member of school netball team)
 - Cash handling and basic customer service
 - Organizational skills
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Interests:

- English and Art
 - Playing for the school netball team
 - Reading and drawing
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References:

Available on request.

Here's a list of 20 national UK companies that hire young people, including teenagers:

McDonald's – Fast food service roles.

Tesco – Supermarket roles such as shelf-stacking or cashier.

Sainsbury's – Various supermarket positions.

Asda – Retail roles like shelf-stacking and customer service.

Burger King – Fast food service positions.

KFC – Entry-level fast-food roles.

Primark – Retail assistant roles.

Boots – Retail and pharmacy assistant roles.

WHSmith – Retail positions in bookstores and stationery shops.

Greggs – Bakery assistant roles.

Subway – Sandwich artist positions in fast food.

JD Sports – Sales assistant roles in retail.

Iceland – Supermarket assistant positions.

Morrisons – Supermarket roles, such as working on the tills or shelf-stacking.

Superdrug – Retail assistant roles in health and beauty.

Wilko – Sales assistant positions in home goods stores.

Pizza Hut – Restaurant and delivery roles.

Waitrose – Supermarket roles, often hiring young people for weekend shifts.

Debenhams – (in areas where it still operates) Retail roles in department stores.

Cineworld – Cinema staff roles, including ticket sales and concessions.

These companies are known for offering part-time jobs to young people and providing flexible hours that can fit around school commitments.

Here's a list of 45 home-based business ideas that a teenager could start and operate from home, requiring little to no investment:

1. Tutoring (online or in-person)
2. Babysitting for local families
3. Pet sitting or dog walking

4. Lawn mowing and garden care
5. Car washing and detailing
6. House cleaning services
7. Selling homemade crafts (on platforms like Etsy)
8. Creating and selling custom jewellery
9. Baking and selling homemade treats
10. Meal prep or home-cooked meals for busy families
11. Social media management for small businesses
12. YouTube content creation
13. Blogging (monetized through ads or affiliate marketing)
14. Photography for events or portraits
15. Video editing services for YouTubers or small businesses
16. Graphic design for social media, websites, or logos
17. Web design or WordPress setup
18. Custom t-shirt design (using print-on-demand services)
19. Reselling vintage clothing (thrift and sell on platforms like Depop)
20. Selling on eBay (flipping electronics, clothes, or collectibles)
21. Repairing gaming consoles or computers
22. Tech support for local neighbours or family friends
23. Creating digital art commissions
24. Making handmade candles or soaps
25. Offering personalized gift baskets
26. House sitting for neighbours while they travel
27. Laundry service or ironing service

28. Catering for small local events (birthdays, baby showers)
29. Furniture upcycling (restoring and reselling furniture)
30. Sewing services (alterations or custom clothing)
31. Personal shopping for busy people or elderly neighbours
32. Greeting card design and selling for special occasions
33. Music lessons (for instruments like piano, guitar, etc.)
34. Sports coaching or fitness training for kids
35. Creating printables (planners, worksheets) and selling on Etsy
36. Virtual assistant for small businesses or entrepreneurs
37. Mobile car detailing (bring your service to neighbours)
38. Recycling services (collecting recyclables and returning them for cash)
39. Plant care or indoor plant maintenance service
40. Voiceover services (narration for YouTube or podcasts)
41. Making and selling slime or other DIY crafts
42. Renting out board games or video games locally
43. Organizing (helping people declutter homes or garages)
44. Building websites or blog templates for beginners
45. Personalized stickers or stationery design for online sales

These ideas offer flexibility, creativity, and the opportunity for teenagers to learn entrepreneurial skills while earning money!