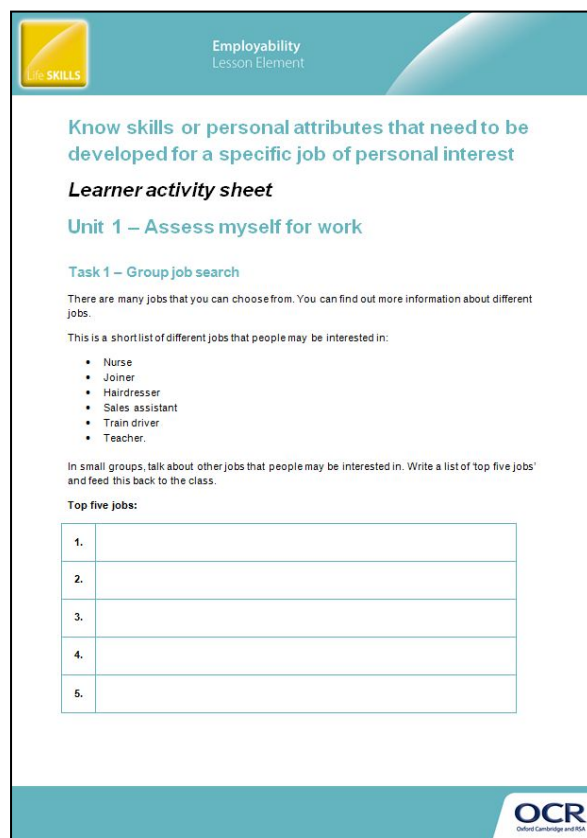


Know skills or personal attributes that need to be developed for a specific job of personal interest

Unit 1 – Assess myself for work

Instructions and answers for teachers

These instructions should accompany the OCR Lesson Element '**Know skills or personal attributes that need to be developed for a specific job of personal interest**' which supports OCR Awards and Certificates in Employability Skills Unit 1, Assess myself for work.



The screenshot shows a document titled 'Employability Lesson Element' with the following content:

Know skills or personal attributes that need to be developed for a specific job of personal interest

Learner activity sheet

Unit 1 – Assess myself for work

Task 1 – Group job search

There are many jobs that you can choose from. You can find out more information about different jobs.

This is a shortlist of different jobs that people may be interested in:

- Nurse
- Joiner
- Hairdresser
- Sales assistant
- Train driver
- Teacher.

In small groups, talk about other jobs that people may be interested in. Write a list of 'top five jobs' and feed this back to the class.

Top five jobs:

1.	
2.	
3.	
4.	
5.	

OCR
Oxford Cambridge and RSA

Associated materials

Know skills or personal attributes that need to be developed for a specific job of personal interest – Lesson Element Learner Activity Sheets

Expected duration

Task 1 – 60 minutes

Task 2 – 40 minutes

Task 3 – 60 minutes



Task 1 – Group job search

Learners need to understand that a range of jobs are available for them to choose from and that they can find out more information about jobs that they are interested in.

Write this short list of jobs on the whiteboard.

- Nurse
- Joiner
- Hairdresser
- Sales assistant
- Train driver
- Teacher.

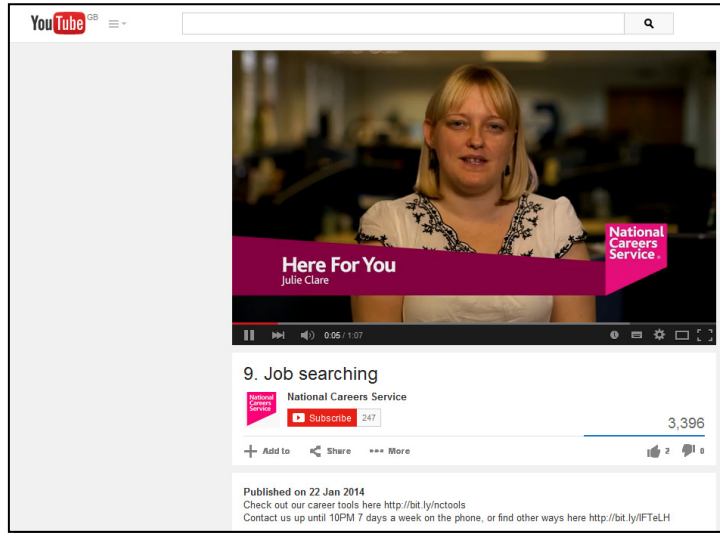
Working in small groups, learners can discuss other job ideas, create a joint list of top five jobs and feed this back to the class.

Each group can then be made responsible for finding out more information about a particular job using the internet.

Learners should plan (using bullet points or a spider gram) and create a short presentation about the job. They can then print out the slides, in handout format, to give to other members of the class.

Task 2 – Personal job search

Show the learners the following video clip about job searching.



<https://www.youtube.com/watch?v=ww5whnqDiLA>

Ask the learners for a range of suggestions about how to find out further information about a job. List the suggestions on the whiteboard.

In pairs, learners can then discuss jobs that they might be interested in. Each learner should choose a job that they are personally interested in and select a method of finding out more information about the job.

Learners can print or cut out information that they obtain and highlight key information, such as skills or personal attributes needed, rates of pay, working hours etc.

Task 3 – Developing myself for the job

Learners need to understand that particular skills or personal attributes are relevant for specific jobs.

Write the following list of jobs on the whiteboard with their relevant skills or personal attributes.

- A hairdresser – needs good time keeping skills
- A joiner – needs good measuring skills
- A sales assistant – needs good communication skills
- A nurse – need to be patient.

Ask the learners to provide additional examples.

Another member of staff from the centre should be asked to come into the session to discuss the skills or personal attributes that they have had to develop for the job that they do and why eg: the centre's secretary – had to develop ICT skills to be able to type up letters and patience to be able to deal with people successfully.

In small groups, learners can discuss the jobs they are interested in and the skills or personal attributes that are required for the jobs. They should be encouraged to be aware of the need to take turns during the discussion.

Individually, learners should complete a list of skills or personal attributes that they would need to develop for the job that they are interested in.



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