

WEA Course Information Sheet 2016-17



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| Course title: Professional Development: ASPIRE to Work (Cancelled) | | Course ID: C2224154 |
| Start date: 17/07/2017 | End date: 31/07/2017 | Day(s)/time(s): Mon 09:30, Tue 09:30 |
| Number of sessions: 0 | Hours per session: 0 | Tutor: Damion Coates |
| Additional hours: | Notes: | |
| Awarding body (if any): Title of qualification to be gained: | | Level: Level 1 |
| Fee: £105.00 or Free if you are in receipt of an income related benefit (only SFA funded) Accreditation Fee (if applicable): | | |
| Venue: Priory Centre, Priory Plain, Great Yarmouth, Norfolk, NR30 1NW | | |
| Theme(s): The WEA has four themes it uses for planning its provision. Employability – helping students to get a job or to make progress in their employment Health and Wellbeing – making a positive contribution to their own or others health and wellbeing Community Engagement – encouraging students to be positively involved in their communities Culture – learning about diverse cultures, identities and environments The Theme(s) used in planning your course is/ are: 1. Employability 2. Health and Wellbeing | | |

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| Course aim To enable individuals who have been out of work due to ill health or through disability to develop the confidence, motivation, skills, attitudes and behaviours needed to succeed in securing and sustaining employment. |
| Who is the course for? All students will be referred by REMPLOY and all students will be in receipt of a means tested benefit. |
| Course description This employability course is an innovative programme that enables individuals who have been out of work due to ill health or through disability to develop the skills, attitudes and behaviours that are needed to succeed in securing and sustaining employment. Designed in consultation with JobCentre Plus, the course focuses not just on the practical skills of CV writing, and interview skills but on the much more challenging aspects of personal and social skills development. |
| What topics will this course cover and how will they relate to the theme(s) for this course? <ul style="list-style-type: none">• Back to work confidence and motivation• Removing barriers• Identifying transferable skills• Using positive thinking• Job search methods |

- Covering letters & CV
- Understanding the benefits of developing IT Basic skills
- Achievable aims • Flexible working

What will it be like?

WEA classes are friendly and supportive. You will be encouraged to work together with your fellow students and tutor. You will be asked to share your ideas and views in the class and work with the group to give and accept feedback in a supportive environment. The WEA tutor will use a range of different teaching and learning methods and encourage you to be actively involved in your learning. You may be asked to undertake work to support your course outside of your class.

By the end of the course I should be able to:

1. Recognise the importance of developing back to work confidence and motivation
2. Identify transferable skills
3. Be aware of a range of Job search methods
4. Identify the key content of Covering letters & CV
5. Appreciate the range of benefits in gaining basic IT skills

How will I know I'm making progress?

This course does not lead to a formal qualification. The documents that you produce and your increased confidence will demonstrate your progress. There will be plenty of opportunity for you to discuss progress with other participants and your tutor and the Learning Record will ask you to comment on how far you feel you have progressed. In addition, every day over the course, your tutor will give you support and feedback. As many of the tasks are practical it will be easy to see your own progress as well.

What else do I need to know, do or bring?

Handouts will be provided. Students may wish to bring a pen and paper, laptop or tablet PC to take notes.

Reading and information sources

No reading/preparation required

What could the course lead to?

Follow on course include Life Skills - moving on together and INSPIRE - Inspiring you to achieve your potential.

Try accessing the Eastern WEA website to discover more opportunities for learning.

You can read about your entitlements and responsibilities as a WEA student in our leaflet, Student Handbook here <http://www.wea.org.uk/learn-wea/student-support> This includes information on fees, learning support and financial support. As part of your first course you accept a learning agreement (the tear-off portion of your enrolment form). This applies to all courses you take in this academic year.

You can enrol online for some courses <http://www.wea.org.uk/learn-wea/course-search> or contact: Eastern Region, Unit 57, Riverside Estate, Sir Thomas Longley Road, Rochester, Kent, ME2 4DP
Tel: 0300 303 3464 Email: courseenquiries@wea.org.uk

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