

WEA Course information sheet 2019-20



**Adult Learning
Within Reach**

Course title: Preparing my Return to Work		Course ID: C2342138
Start date: 09/01/2020	End date: 13/02/2020	Day(s)/time(s): Thu 09:30
Number of sessions: 6	Hours per session: 5	Tutor Rachel Crofts
Additional hours:	Online Learning Hours: 0	
Specific funder/partner requirements:		
Awarding body (if any): Title of qualification to be gained:		Level: Entry 3
Fee: £115.50 or Free if you are in receipt of an income related benefit (only SFA funded) Accreditation Fee (if applicable):		
Venue: Hope Centre, Ash Street, Northampton, Northamptonshire, NN1 3HW		
<p>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</p> <p>The Theme(s) used in planning your course is/ are:</p> <ol style="list-style-type: none"> 1. Employability 2. Health and Wellbeing 		

<p>Course Aim A broad course considering career goals, CV Writing, successful job applications and Interview techniques. We then go on to building confidence in the workplace and building resilience so that you can keep the job that you have worked so hard to get.</p>
<p>Course Description A broad course considering career goals, CV Writing, successful job applications and Interview techniques. We then go on to building confidence in the workplace and building resilience so that you can keep the job that you have worked so hard to get.</p>
<p>Do I need any particular skills or experience?</p>
<p>What will I achieve? By the end of the course I will be able to:</p> <ol style="list-style-type: none"> 1. Write a CV 2. Participate in a mock interview 3. Feel more confident about finding work
<p>What teaching methods will be used and will there be work outside of the class? - The WEA tutor will use a range of different teaching and learning methods and encourage you</p>

and the group to be actively involved in your learning

What kind of feedback can I expect from the tutor?

- You will have opportunities to discuss your progress with your tutor

What else do I need to know? Is there anything I need to bring?

- Nothing else is needed

Pre-course work, reading and information sources

- No pre reading or pre course work is required

Possible next steps after this course (including career opportunities if appropriate)

- Progress to another WEA course
- This course could lead to a range of job opportunities. Follow link to National Careers Service for more details <https://nationalcareersservice.direct.gov.uk/>

Learning with the WEA

WEA courses increasingly make use of the rich variety of educational tools and material available on the internet and from digital devices. The WEA's digital learning platform, Canvas will play an increasing role in all WEA courses to provide resources or support, or to conduct lessons, enable assessment, provide learner feedback and for other activities for individuals away from the course. It is helpful, although not essential if you have access to a computer or smartphone to support your course.

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 course you accept our Learning Agreement and Privacy Notice. Full details of the Learning Agreement and privacy notice can be found on our website at <http://www.wea.org.uk/policies>. 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: WEA Support Services, Suite 10B Joseph's Well, Hanover Way, Leeds, West Yorkshire, LS3 1AB
Tel: 0300 303 3464 Email: courseenquiries@wea.org.uk



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