WEA Course information sheet 2020-21



Level: I evel 1

Course title: UNISON SW - Coping with Change online with Rachael Watson		Course ID: C3531896
Start date: 28/01/2021	End date: 11/02/2021	Day(s)/time(s): Thu 18:30
Number of sessions: 3	Hours per session: 2	Tutor Rachael Watson
Additional hours:	Online Learning Hours: 0	

Specific funder/partner requirements:

Awarding body (if any):

Title of qualification to be gained:

Fee: £.00 or **Free** if you are in receipt of an income related benefit (only SFA funded)

Accreditation Fee (if applicable):

Venue: Online Learning, Online, ZZ99 9ZZ

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.

Course Aim

This course is a 3 week personal development workshop for individuals who are being affected by reorganisation or change in their workplace.

Course Description

As many of us facing are times of change at work, and maybe even changes to our employment situation, this course is designed to help by giving you practical and positive guidance on how to approach coping with change. During the course we will be exploring how change affects us and will explore strategies on how to look positively and proactively at change. This include goal setting, motivation and managing stress. The course will also help you to develop your personal employability skills, to help you maximise your skills and experience through your CV, applications forms and interview skills.

Do I need any particular skills or experience?

What will I achieve?

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

- 1. Identify and use strategies to help deal with change.
- 2. Have increased confidence with the job application process, including CV and application forms.
- 3. Identify my personal stress and use strategies to help combat it.

4. Confidently answer common interview questions and competency based interview questions.

What teaching methods will be used and will there be work outside of the class?

- The WEA's digital learning platform, Canvas will be used to provide resources or to support lessons, enable assessment, provide learner feedback and for other activities for individuals away from the course. If you want to understand more about our digital learning platform please visit: http://bit.ly/WEAonline
- The WEA tutor will use a range of different teaching and learning methods and encourage you and the group to be actively involved in your learning

What kind of feedback can I expect from the tutor?

- A range of informal activities will be used by the tutor to see what you are learning which may include quizzes, question and answer, small projects and discussion

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

- What you need: You will need an internet connection, speakers, a microphone and a webcam so that you can use our video learning platform, Zoom. If you'd like to understand more Zoom please visit: http://bit.ly/ZoomSpec
- You will need a personal email address to join the WEA's digital learning platform, Canvas so that you can receive resources, record your progress and achievement and to work with others and share ideas. If you want to understand more about our digital learning platform please visit: http://bit.ly/WEAonline

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
- Progress to a course with another provider
- This course could lead to a range of job opportunities. Follow link to National Careers Service for more details https://nationalcareersservice.direct.gov.uk/
- Access the WEA What Next? booklet here http://www.wea.org.uk/learn-wea/what-can-i-do-next

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 most 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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