

# WorldSkills London 2011

## Teaching Resource Pack

### Unit 2: Developing Skills for Work



worldskills  
London 2011

Showcasing skills  
that shape our world





## Unit 2: Developing Skills for work Session Overview

### Background

WorldSkills London 2011 will be held at ExCeL London. It will run from 5-8 October 2011.

In addition to trying out new skills and experiences there will also be the opportunity to find out about different careers and job roles.

In this session learners will be identifying jobs and careers of particular interest. Learners will:

- Find out about possible jobs and careers.
- Identify the skills needed to carry out particular jobs.

#### Starter Activity:

Working in pairs or groups learners list the different places where they can find out about jobs in their area.

#### Learning Activity:

- By carrying out appropriate research and/or visiting careers exhibitions or events, learners choose two jobs of personal interest to them and make a list of the job requirements.
- Learners identify their own personal qualities and skills and say if they match those required for the jobs they have chosen.
- Learners produce a short presentation detailing the findings from the research into the different jobs they have identified. In their presentation they must demonstrate their own skills and qualities which they feel are relevant to the jobs they have identified as well as any areas they need to develop further.

#### Reflective Activity:

Invite the learners to reflect on the different job roles they have identified and the skills and qualities needed to be successful in these particular jobs. Learners are encouraged to identify the skills they need to develop in order to be successful in the job roles chosen.

#### Developmental Activity:

Learners select three different jobs and record anything that is common to the jobs they have selected.



#### Learner Checklist

Learners can:

- Carry out independent research about possible jobs and careers.
- Identify the knowledge and skills needed for particular job roles.





## Unit 2: Developing Skills for Work

### Session Planner

The following suggested plan is based around a 60 minute practical activity session. The session is designed to act as the basis for indentifying and developing personal skills.

Topic	Timing	Learning Outcomes	Teaching Activities	Learning Activities
Sources of information for careers and jobs	10mins	Learners demonstrate understanding of the potential sources of information for jobs and careers.	Facilitation of group discussion identifying potential sources of information and their likely effectiveness.	Identification of different types of information sources and an evaluation of the merits of their use.
Identifying skills for work	5mins	Learners demonstrate an understanding of the skills required for particular jobs and careers.	Facilitation of a group/ paired discussion of the skills needed for work.	Paired/group activity identifying generic skills needed for work.
Researching and evaluating jobs and careers	35mins	Learners demonstrate ability to carry out independent research into jobs and careers.	Encourages learners to identify approaches and strategies for obtaining the relevant information. Introduction of strategies for evaluating the use and effectiveness of the information obtained.	Completion of a summary sheet identifying particular job roles and careers (see development activity).
Identifying personal skills and qualities (reflection on learning)	10mins	Learners are able to identify the key aspects of the session.	Provision of a summary of the session through question and answer.	Completion of questions testing learning and understanding of session.



## Unit 2: Developing Skills for work

### Project 1: researching and presenting information on jobs and careers

#### Project Brief:

This project is based around the production of a short video clip entitled 'skills are my world' in which you present information relating to yourself and a particular job or career of interest to you. You can use any equipment available to hand (mobile phone camera for example). In addition you will produce a short presentation detailing your job and career interests and include your video clip as part of the presentation.

#### Starter Activity:

Working in pairs or small groups identify and discuss different places where you can find out about jobs and careers in your area. Use the space below to record your ideas.



**Possible sources for jobs in my area are:**

#### Thought Box

In developing a plan for the filming project you need to think very carefully about the tasks that need to be completed.

Remember it is your project and so you need to make sure that all of the tasks and activities are completed.

Do remember that you are not expected to do all of the tasks by you identify in your plan... seek help when you need it!



## Unit 2: Developing Skills for work

### Project 1: researching and presenting information on jobs and careers

#### Planning your project:

In order to successfully complete this project you need to PLAN effectively.

Copy the table below and produce a short plan of how you will complete this project. See the thought box below for ideas on what should be in the project plan.

What are the tasks to be completed?	By when? (give date and time for task to be completed)	Who is responsible for the task?	Has the task been achieved?





worldskills  
London 2011

Showcasing skills  
that shape our world

## Unit 2: Developing Skills for work

### Project 1: researching and presenting information on jobs and careers

#### Learning Activity:

By carrying out detailed research and/or visiting careers exhibitions or events, investigate the requirements for two jobs that you are interested in and make a list of the requirements. Identify your own personal skills and identify those which match the jobs you have chosen and the ones which require further development. Copy the table below and record your findings.

#### Thought Box

What do we mean by skills and qualities? It would be useful to look up the meaning of these words in a dictionary.

Job role	Skills required for the job	Skills I have which match the job	Skills I feel I need to develop

For more information about our Education Experience Programme and how you can get involved please contact:

**Chidi Okolo**

Head of Education  
WorldSkills London 2011  
3rd Floor  
36 Queen Street  
London, EC4R 1BN

**Telephone:** +44(0)20 7429 2866

**Website:** [worldskillslondon2011.com/education](http://worldskillslondon2011.com/education)

**Email:** [cokolo@worldskillslondon2011.com](mailto:cokolo@worldskillslondon2011.com)