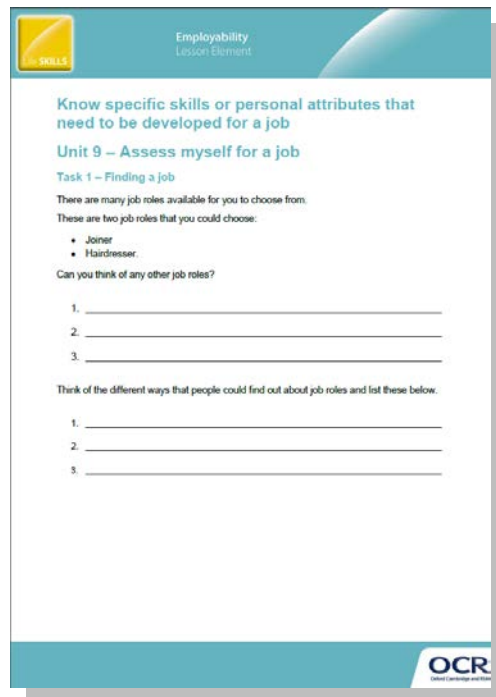


Know specific skills or personal attributes that need to be developed for a job

Unit 9 – Assess myself for a job

Instructions and answers for teachers

These instructions should accompany the OCR Lesson Element ‘Know specific skills or personal attributes that need to be developed for a job’, which supports OCR Awards and Certificates in Employability Skills Unit 9 – Assess myself for a job.



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

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

Unit 9 – Assess myself for a job

Task 1 – Finding a job

There are many job roles available for you to choose from.
These are two job roles that you could choose:

- Joiner
- Hairdresser.

Can you think of any other job roles?

1. _____

2. _____

3. _____

Think of the different ways that people could find out about job roles and list these below.

1. _____

2. _____

3. _____

OCR
Oxford Cambridge and RSA

Associated materials

Lesson Element Activity – ‘Know specific skills or personal attributes that need to be developed for a job’

Expected duration

Task 1 – 45 minutes

Task 2 – 40 minutes

Task 3 – 35 minutes



Task 1 – Finding a job

Learners need to be introduced to the different job roles that are available to them. Write the following job roles on the whiteboard:

- Joiner
- Hairdresser.

Ask the learners to suggest other job roles.

Ask the learners what methods people could use to find out about job roles. Possible answers could include:

- Newspaper job pages
- Internet job sites.

Get the learners to work in pairs to find out about five different jobs using at least two different job search methods. Provide the learners with access to the following:

- Newspaper job pages
- Internet job sites (or printouts of these)
- Career leaflets.

Tell the learners that they should write down the method used to search for information about each job. They should also record the skills or personal attributes required for each job and any additional information, e.g. salary, working hours etc.

Task 2 – Skills or personal attributes for choice of job

Write this short list of jobs and skills or personal attributes required for the jobs on the whiteboard:

- Hairdresser – communication skills, punctuality skills, friendly, reliable, work with ratios etc.
- Joiner – work with measurements and angles, attention to detail, physically fit etc.
- Nurse – caring, patient, trustworthy, listening skills, friendly etc.

Show the learners this short film clip about how to make a career choice:

www.youtube.com/watch?v=gGCycFXDkEA

Ask the learners to work in pairs to review each of their own skills and personal attributes (identified in activity for Lesson Element – Be able to assess own level of skills or personal attributes).

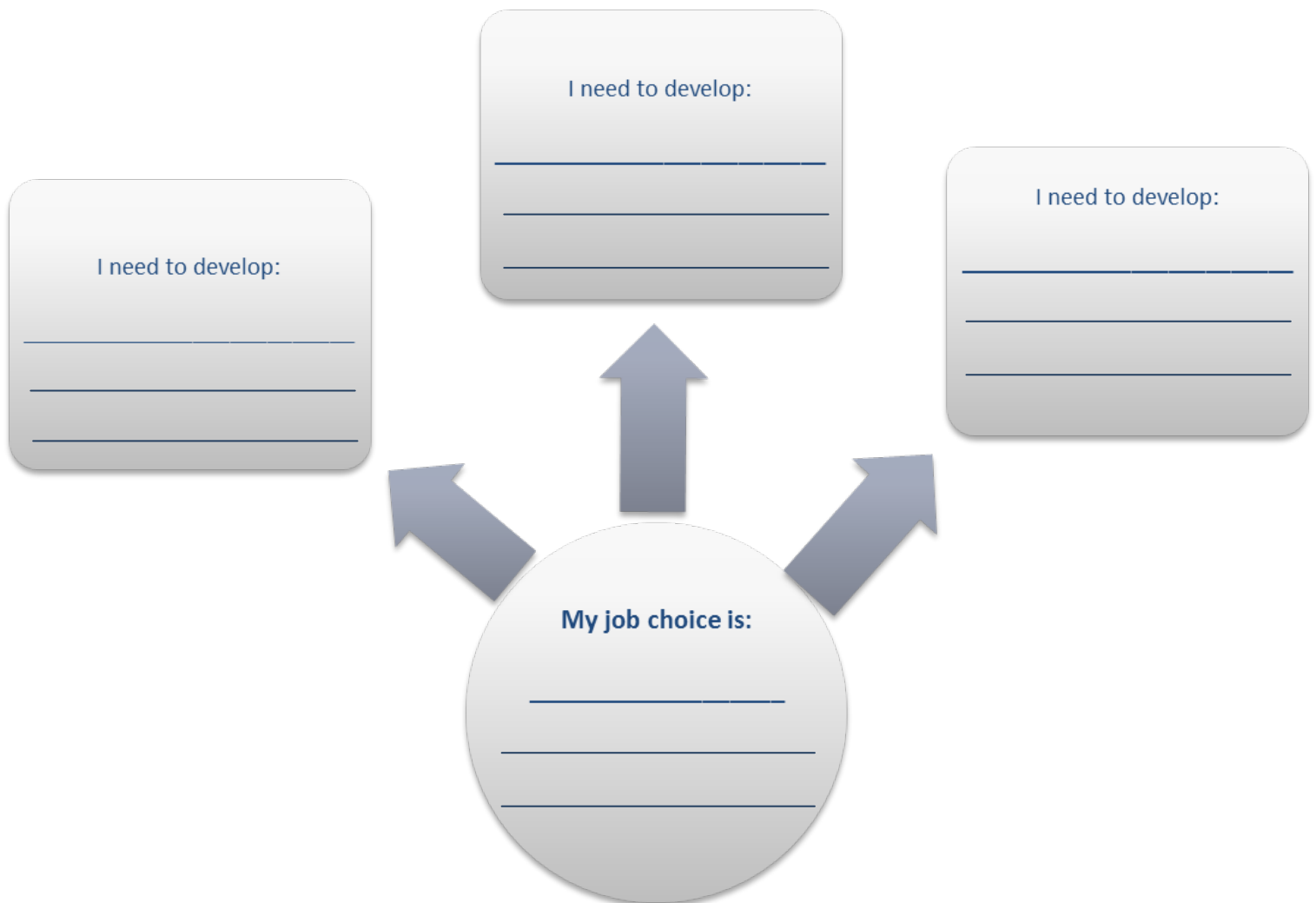
Tell the learners that they will need to feedback to the whole class about their partner's job choice and the skills or personal attributes that are required for the job.

Task 3 – Own skills or personal attributes needing development for job choice

Explain to the learners that when a job choice is made there will be skills or personal attributes that may need to be developed. For example, a person might choose to be a hairdresser or a barber, but be weak in the area of punctuality. Tell the learners that if that person wants to be successful in the job role then they need to improve their punctuality skills.

Ask the learners to work in pairs to talk about their chosen job role and to identify skills or personal attributes that need to be developed.

A spider gram has been provided in the learner activity resource for them to record their thoughts and is repeated below for your reference.





Employability Lesson Element



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