



Course details

Course title

Professional Development: Preparing to work in the UK intermediate

Course code

Q00015564

Course date

Start: 17/02/25

End: 17/03/25

Number of classes

5 sessions

Timetable

Mon 17th Feb, 12:45 to 14:45

Mon 24th Feb, 12:45 to 14:45

Mon 3rd Mar, 12:45 to 14:45

Mon 10th Mar, 12:45 to 14:45

Mon 17th Mar, 12:45 to 14:45

Tutor

Saima Gulzar

Fee range

Free to £42.00

How you'll learn

You'll join a small group of fellow learners for classes at the venue indicated. Some materials may be provided in our virtual learning environment.

Got it!

In venue

Venue

Ladywood Childrens Centre
9 Plough & Harrow Road
Birmingham
B16 8UR

Level of study

Intermediate

Course overview

Are you looking for work in the UK or thinking of starting work in the UK? If you have never worked in the UK or worked abroad but limited experience of working in the UK, this course is for you. The course is designed to support to improve your spoken and written English when thinking about your work skills and the type of work you are interest in. You will take part in mock interviews and help each other to practice your English through informal activities and discussion to prepare you for the world of work and improve your confidence. This course is funded by the West Midlands Combined Authority.

Course description

The course will introduce you to many different sectors and job roles, where to look for job opportunities, and discuss employment rights and responsibilities. You will learn how to put forward your work experience, educational qualifications and hobbies and interests; understand the vocabulary often used in job adverts, job descriptions and what an employer is looking for when recruiting for a position. You will also look at terms and conditions of different types of employment, the culture and custom in different work places and help to improve your understanding of what to expect. There will be an opportunity for you to undertake a mock job interview to improve your communication, confidence and presentation skills. We will help you put together a personal action plan based on the goals you want to achieve in the world of work to help you to identify your next steps.

What financial support is available?

We don't want anything to stand in your way when it comes to bringing Adult learning within reach so if you need anything to support you to achieve your goals then speak to one of our education experts during your enrolment journey. Most of our courses are government funded but if you don't qualify or need alternative financial help to access them then let us know.

What other support is available?

All of our digital content, teaching and learning activities and assessments are designed to be accessible so if you need any additional support you can discuss this with the education experts during your enrolment journey and we will do all we can to make sure you have optimal access.

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