



Course details

Course title

Preparation for Work

Course code

Q00019321

Course date

Start: 20/09/24

End: 06/12/24

Number of classes

11 sessions

Timetable

Fri 20th Sep, 10:00 to 12:00

Fri 27th Sep, 10:00 to 12:00

Fri 4th Oct, 10:00 to 12:00

Fri 11th Oct, 10:00 to 12:00

Fri 18th Oct, 10:00 to 12:00

Fri 25th Oct, 10:00 to 12:00

Fri 8th Nov, 10:00 to 12:00

Fri 15th Nov, 10:00 to 12:00

Fri 22nd Nov, 10:00 to 12:00

Fri 29th Nov, 10:00 to 12:00

Fri 6th Dec, 10:00 to 12:00

Tutor

Hoda Darawsha

Fee:

Free

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

CREST (South Shields)

95 Fowler Street

South Shields

NE33 1NU

Level of study

E

Course overview

This course is designed to equip individuals with the essential skills and knowledge needed to successfully enter or re-enter the workforce. Whether you are a first-time job seeker, transitioning careers, or returning to work after a break, this course will provide practical guidance on job search strategies, resume writing, interview preparation, and workplace skills. Through a combination of workshops, group activities, and one-on-one coaching, participants will gain the confidence and tools necessary to secure employment and thrive in their chosen career path.

Course description

This course is designed to equip individuals with the essential skills and knowledge needed to successfully enter or re-enter the workforce. Helping learners understand the current job market and identify potential opportunities. Whether you are a first-time job seeker, transitioning careers, or returning to work after a break, this course will provide practical guidance on job search strategies, resume writing, filling in specific job applications, interview preparation, and workplace skills. Learners will develop effective job search strategies, including networking and using online boards. Through a combination of workshops, group activities, and one-on-one coaching, participants will gain the confidence to secure skills for successful job interviews and learn workplace communication, teamwork and time management skills. Learners will also be able to understand professional etiquette and workplace expectations as well as gain insights into career planning and long term goal setting. You will also connect with local employment resources and support services and use tools necessary to secure employment and thrive in their chosen career path.

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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