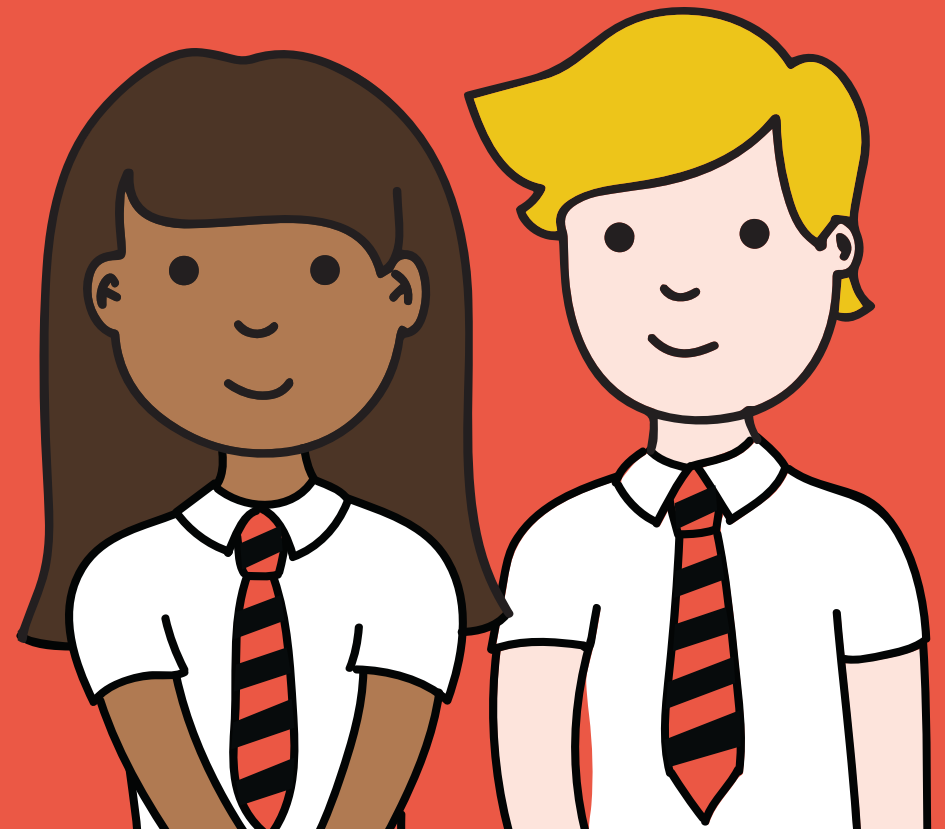# Curriculo
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An introduction to

Skills for Work

Media Pack 2023

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Introduction to Skills for Work

An Introduction to Skills for Work is a skills based learning programme for young people around the ages of 10-14 years old depending on the curriculum. The aim of the programme is to teach pupils to understand what a 'skill', a 'strength' or a 'personal quality' is and how these may be used in the future for work.

This Programme will develop confidence and resilience in your pupils whilst helping them to understand what skills and strengths are and how these are considered at work.

The programme was developed by a group of experienced teachers who know too well how busy life as a teacher is and so we have developed a programme for you which is simple to follow and provides everything but you!

This programme initiates the process in the development of 'Career Management Skills'. These have been described as:

'The skills, knowledge and self awareness to develop aspirational career aims and the confidence to take actions in one's life, time and again, as career opportunities arise and as work and learning options change.' Education Scotland, Building the Curriculum 4

Since 2004, the Organisation for Economic Cooperation and Development (OECD), the European Commission and the World Bank has promoted the benefits of all young people developing career management skills.

This learning forms a part of a broader skills development agenda which aims to empower young people to understand more about themselves and their strengths. These skills are recognised internationally as a series of competencies or capabilities which will assist young people in their learning, life and work.

It should be highlighted that these competencies can be developed anywhere – at home, at school, college or university or on the sports field. Generally they include:

Knowledge
Things a young person knows.

Skills
Things a young person can do.

Attitude
Ways a young person feels and behaves.

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Content

The Introduction to Skills for Work Programme addresses key competencies, knowledge, skills and attitude, in three modules.

Module 1:
An introduction to skills and strengths.

Module 2:
Understanding what makes me great.

Module 3:
Making the most of my skills and strengths.

The lessons within each module are sequential as well as being flexible and easily repeatable if you need to do so.

Pupils will be encouraged to take their work home and to include their parents and guardians in their discussions.

Our aim is to build their confidence and resilience in knowing who they are and what skills and strengths make them who they are. We also relate skills and strengths to the workplace giving an early look at how these help people make career choices and how skills and strengths enable people to do their jobs. This work will lay the foundations for further development in secondary and tertiary education.

We believe that working with young people in this way will build everlasting skills and strengths that will enable and empower them to make better and more appropriate decisions.
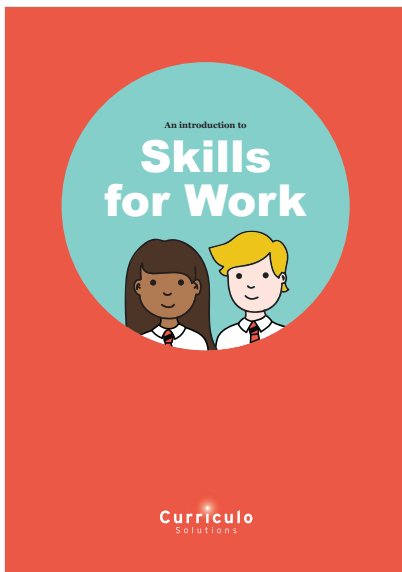
Programme Certificate

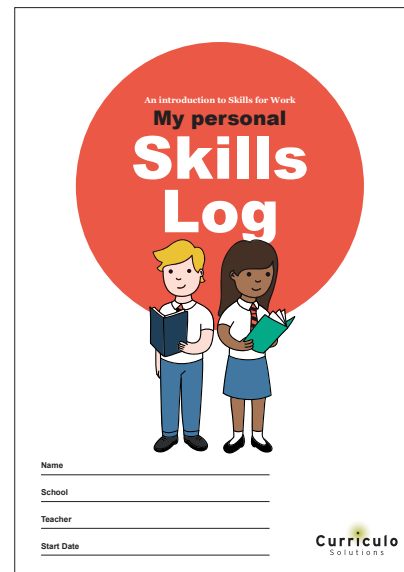**Karen Glen t: +44 (0) 7766 566909 e: karen.glen@curriculosolutions.com**

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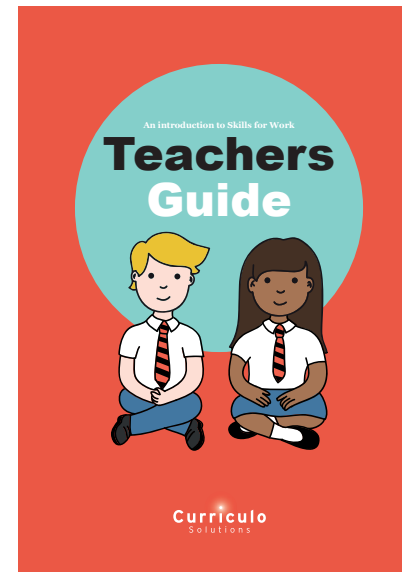
Programme Package

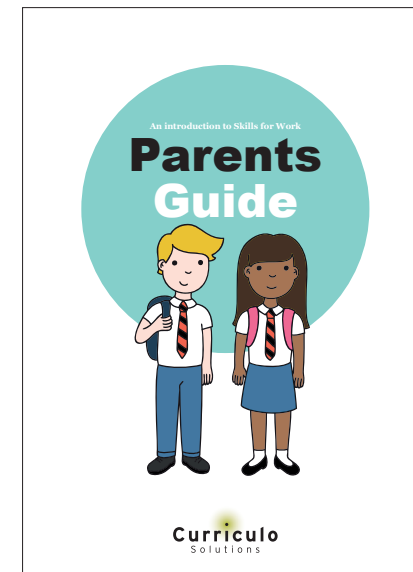The documents within this programme include:

Curriculo Planning and Reporting document containing: Objectives, Learning Intentions and Experiences and Outcomes.

Personal Skills Log Book: in both a downloadable/ soft copy format or print off format.

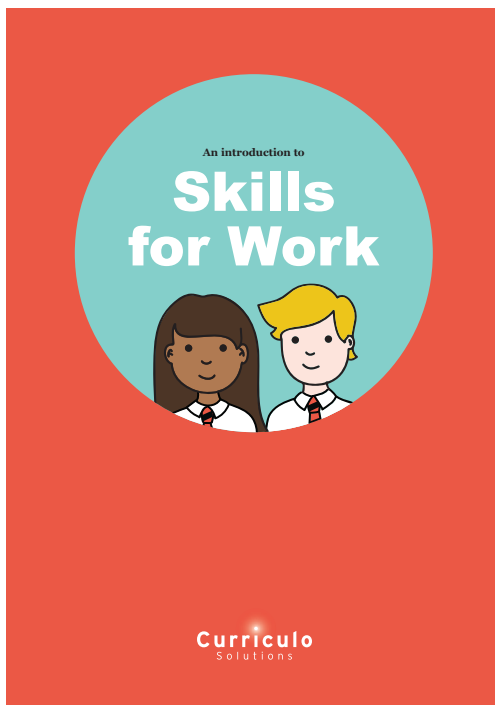**Teacher/Coach lesson plans, this includes:** Activities, resources and assessment and evaluation .

Parents Guide: An introductory communication for parents/guardians.

Sample Lesson Plan

All lesson plans contain teaching points, resource references, assessment criteria and homework exercises.

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Session One

Activity 1 - Introduction to what skills and strengths are

Teaching Point

This presentation will introduce pupils to some key terms including "skill" and "strengths" during this time they will negin to explore what is meant by these terms.

Ask of Student

How to describe a skill or strength.

Resources	Time
Resource 1 - Power point presentation	10 mins

Activity 2 - Each team member has a role ...

Teaching Point

Activity 2 will establish the pupils into teams and will assign each of them a role with its associated responsibilities.

Ask of Student

Within teams / groups identify the following roles:
• Scribe
• Feedback presenter
• Time keeper
• Resource manager
• noise monitor (for teams bigger than 4)
Each team member is to have a specified role for this lesson.

Resources	Time
No resource required.	5 mins

Session Two   Module 1

Activity 3 - Assessment & Evidence

Say

Pupils should be able to give examples of different jobs and what these jobs entail. Pupils should be able to discuss what jobs they are interested in and what skills are required.

Make

Pupils should create a presentation on a chosen job.

Write

Pupils should accurately record information notes on jobs being presented.

Do

Children should be able to carry out research on various jobs / careers and identify key aspects.

Resources	Time
Personal skills log.	10 mins

Session Two Overview

Key Questions

• What have you found out about this job?
• What skills or strengths or qualifications are needed for this job?
• Where could you learn or develop skills needed?
• Who could help you develop your knowledge or skills?

Homework Exercises

Pupils to take home their personal skills log and discuss different jobs with their parents / guardian.

Parents / guardian to complete their section and choose 3-5 jobs they think their child would be good at and why.

Teacher to review the content of the homework task.

Programme - Example of Lessons

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Personal Skills Log for Pupils

This document allows the pupils to record their learning and share it at home with their parents or guardians.

Reflection time

Session one

Today's Date:

Module 1

One thing I learned about myself today and one thing I learned about a friend:

One thing I found difficult about today's lesson was...

Session Two
Activities 2 & 3

Module 1

What skills are required for this job?

What training is needed for this job?

What qualifications are required?

Where would you learn how to do this job?

Organisations where you can do this job?

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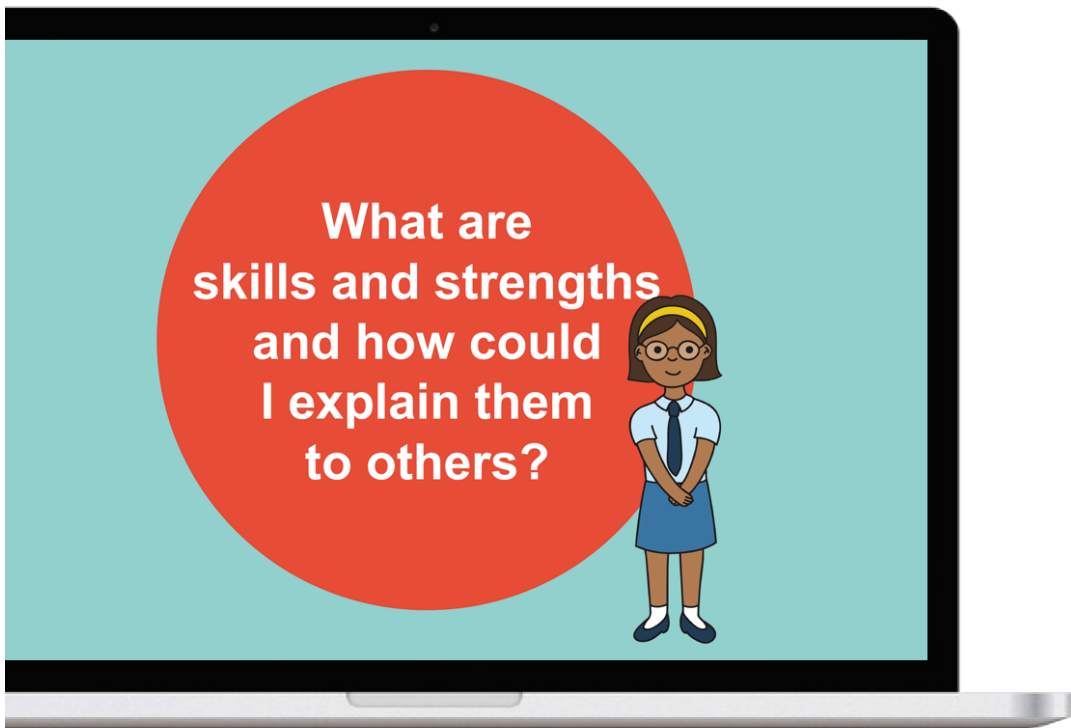
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Personal Skills Log - Example of exercises

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Resources

Resources include engaging, adaptable
presentation templates and worksheets.

Powerpoint presentations

Worksheets to print out

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Programme Pilot - Pupils evaluation

We held a pilot of the Introduction to Skills for Work Programme in seven schools in North Lanarkshire, Scotland. Here are some of the pupils responses:

Total pupil enjoyment

64%

15%
Really enjoyed it

Enjoyed it

18%
Didn't enjoy it

3%
Really didn't enjoy it

I developed an understanding of...
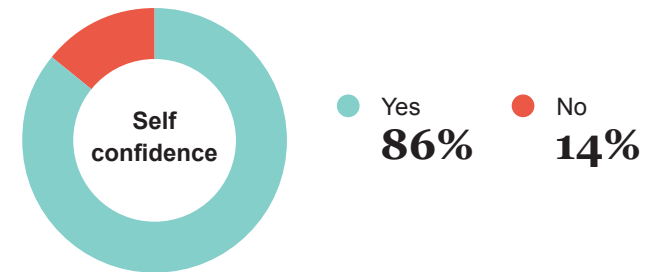
My skills & strengths
● Yes   ● No
96%   **4%**

Skills & strengths Employers look for
● Yes   ● No
98%   **2%**

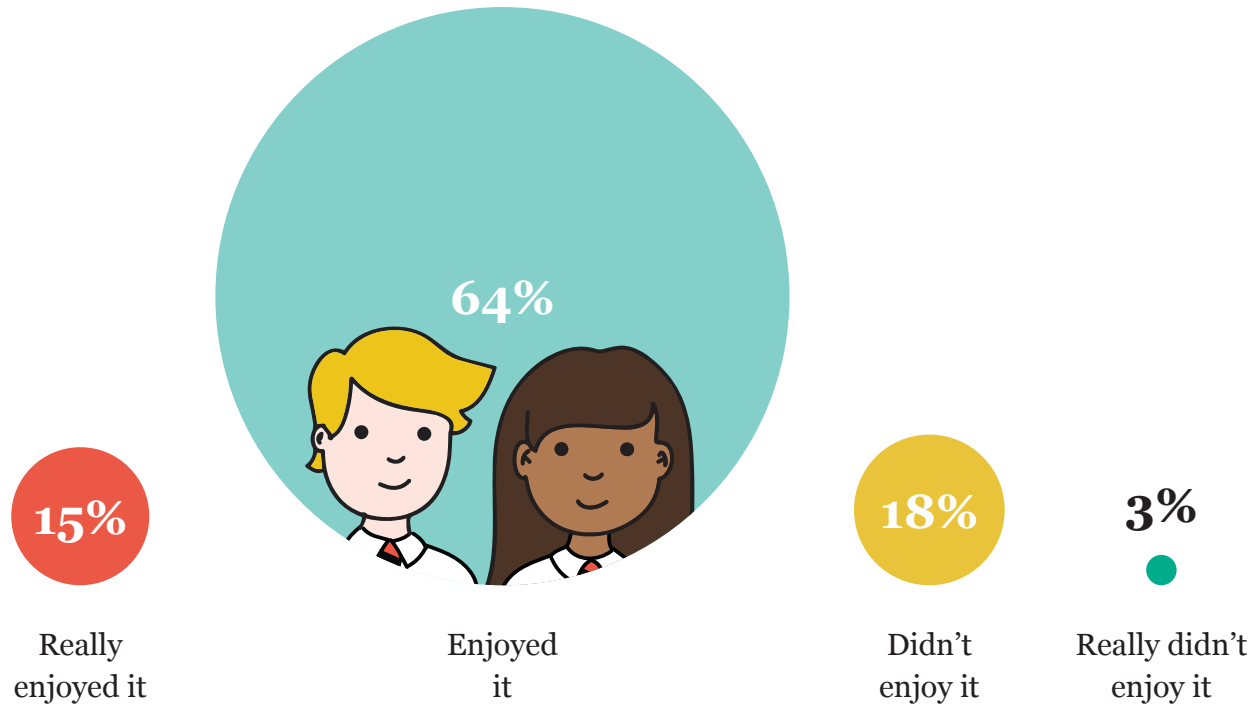### I gained...

Self confidence
● Yes   ● No
86%   **14%**

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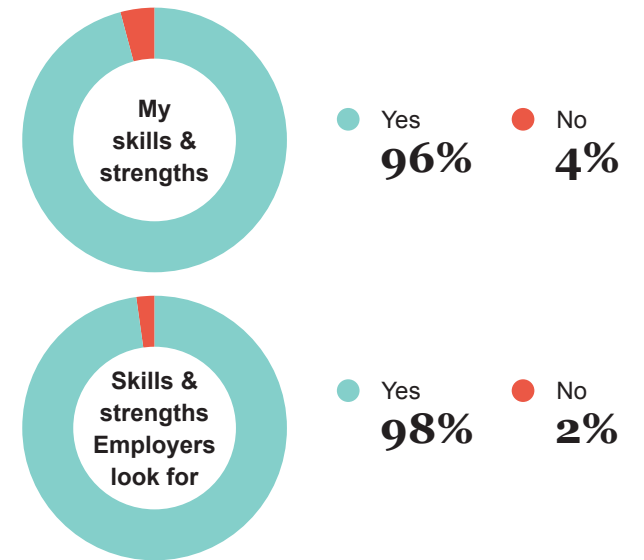
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Programme Pilot - Teachers evaluation

To learn more about the pilot and what teachers thought - read the full report on our website: **curriculosolutions.com/testimonial/skills-work-evaluation-report**

Cumbernauld Primary School

"The children in my class thoroughly enjoyed the whole experience. I particularly found the more reluctant learners responded very well to the active nature of the tasks. The resources were clear. The skills log helped to ensure all children had time to reflect and take a role in the group."

Would you recommend the programme?

"Yes definitely. I feel this was really relevant to their age and stage in P7 as they move on with their transition. It really allowed some of my not so confident pupils to explore and discuss their own personal skills. I think it is excellent for raising their self-esteem. I would definitely use this again."

Further comment

"Children are more aware of the skills needed for different jobs. Children were all focused on the task and enjoyed the competition aspect of the work."
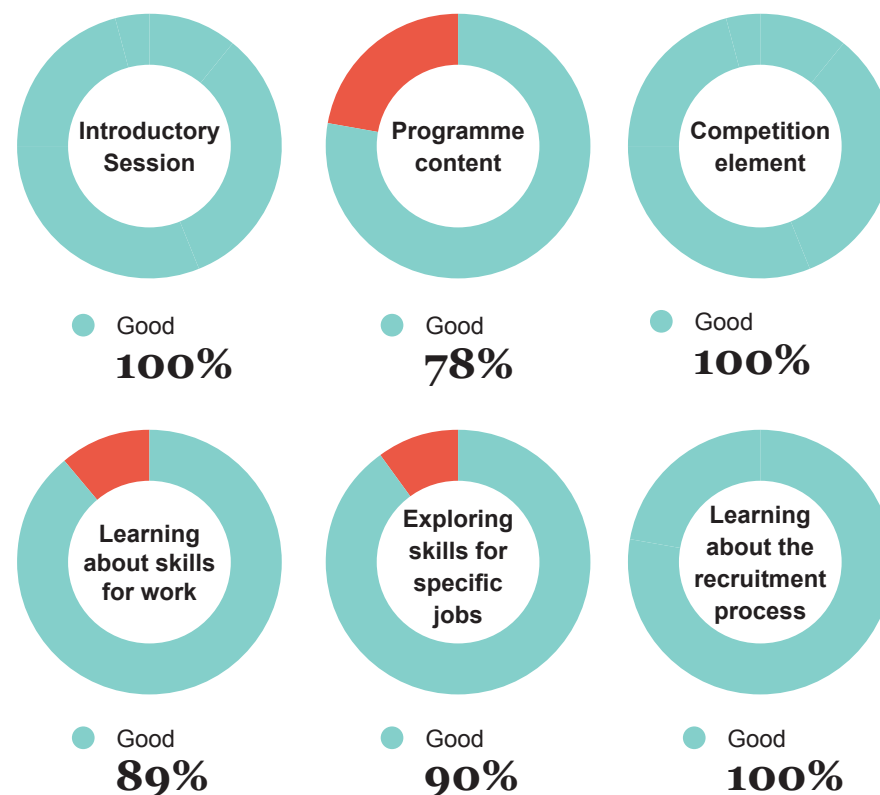
Cumbernauld Academy

"It allowed pupils to further develop their skills in relation to working environments. They are a lot more aware of the recruitment process and the need to sell themselves to employers"

"The pupils remained positive throughout the project. They improved their team work and research skills. They also learnt interview skills that will enable them to secure jobs when leaving school."

Would you recommend the programme?

"Absolutely. Pupils now need to develop skills for working life in order to be able to compete in competitive job markets. This course contains building blocks to allow them to start working on skill development."

Introductory Session
- Good
100%

Programme content
- Good
78%

Competition element
- Good
100%

Learning about skills for work
- Good
89%

Exploring skills for specific jobs
- Good
90%

Learning about the recruitment process
- Good
100%

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Testimonials

Don't just take our word for it, visit our website to watch Teachers and Pupils talk about the benefits of the Introduction to Skills for Work programme.

Watch online:
www.curriculosolutions.com/introduction-skills-for-work

**"I feel this was really relevant to their age and stage in P7 as they move on with their transition. It really allowed some of my not so confident pupils to explore and discuss their own personal skills.
I think it is excellent for raising their self-esteem.
I would definitely use this again."**

Teacher, Cumbernauld Primary School

"The programme starts the process of pupils looking at their own skills and strengths and how that relates to working life in the future... it has developed a confidence in our pupils."

Mrs Martine Watt,
Head Teacher, St Stephen's Primary

"I learned that I possess the skills to be successfully interviewed and has given me an idea of what to expect in the future."

Primary Pupil

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