My World Of Work

Suitable for senior phase pupils preparing a personal statement for college, University or job applications

Goal

To refresh or introduce senior phase pupils to the Strengths tool and how they can use the results to update their Profile Personal Statement

Ambassador Learning Requirements

In advance Ambassadors should:

- Ensure that you have registered as an Ambassador – go into settings and tick the Ambassador box. Remind yourself of the process of getting registered i.e need an email address and a memorable password.

- All Ambassadors should complete the Strengths tool so they understand how it works and what the results look like.

- Read the Strengths Factsheet

- Ambassadors should also familiarise themselves with the tutorials on writing a personal statement for college or university and CVs.

Advance planning and preparation

- Ambassadors to use Plan-Do-Reflect template to help prepare for the event

- Where appropriate, Lead Ambassadors identified via discussion with group and teacher

- Ambassadors to identify and agree roles and responsibilities

- Ambassadors responsible for delivering the session to deliver practice session to group for peer review and feedback

- Prepare a user Account that you will be using to demonstrate the Strengths tool

- Prepare any print outs you think you might need for your session

- Ambassadors to liaise with appropriate school staff to ensure the session is delivered in a room with a computer/tablet and smart board/large screen

- Ambassadors to consider any potential risks/problems and discuss possible solutions

- Ambassadors to ensure the session is delivered in a room with seats facing the smart board/large screen

Session (30 mins)

Demonstration using the live My World of Work site highlighting registration, navigation to, and use of, the Strengths tool and updating a profile using the Strengths results.

- Introduce yourselves to the audience and explain what the session will cover

- Demonstrate the registration process and highlight the importance of this so that results can be saved in a pupils Account and Profile.

- Demonstrate how to access the Strengths tool and how it works (n.b. it can be useful to have a part completed Strengths tool ready for the demo so that you don't have to answer all sections and questions and can continue from where you left off).

- After completing the Strengths tool, show the audience how to access their Profile, where the Strengths results sit and where they can summarise these results.

- Demonstrate how the user can then use the results and summaries from the tools they have used to create their Profile personal statement that can be used for applications.

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Review and Reflect

- Use the Plan-Do-Reflect template to review your activity
- What went well and what would you happily repeat next time?
- What would you do differently next time and why?
- If there were challenges – how did you overcome them?

Skills

As a group and as individuals think about the following list of skills areas and which of these skills you felt you developed by delivering this activity. Once you've decided on the key skills you've developed, log in to My World of Work and use the Skills tool in your Account.

You can save a maximum of 8 skills and these can be used to generate Job Profiles, Industries and Types of Apprenticeship where these skills are important. In your profile you can also write a Skills Summary that you can use to help create your Personal Statement.

People and communication	Practical	Thinking	Organisational
Communicating with people	Accuracy	Finding solutions to problems	Planning and organising
Listening to people	Working with your hands	Being logical	Time management
Explaining things	Repairing and fixing	Coping with pressure	
Working as part of a team	Making things	Paying attention to detail	
Following instructions	Researching and investigating	Making decisions	
Persuading people	Coming up with new ideas		
Taking the lead	Being creative		
Using computers	Performing		
Helping customer			
Being tactful			
Designing			
Helping people to learn			
Presenting to people			
Communicating ideas through writing			
Working on your own			