



Job Adverts Lesson Plan

Aim

Young people will learn how to read a job advert and pull out the important points when reading one

Mapping

CES 'I Can' Statements	CMS Themes and competencies
★ I can identify people in my network who help me broaden my horizons	★ Networks: I develop and maintain a range of relationships that are important for my career journey

Learning Outcomes

Young people will understand:

- ★ Learn how to read a job advert
- ★ Know which key points to focus on

Development of Activity

Introduction

You can use these instructions for your young people to explain the activity.

A work-around has been included for those who can't print the worksheet. You can give this option to young people at the time and in the way you think best.

Activity on next page...

Instructions for the young person

Before you start

- ★ Print out 'Job Adverts' Worksheet 1 and 'Example Job Advert' Worksheet 2 or view on a screen

Reading A Job Advert

- ★ Look at the example job advert (worksheet 2) and read the key points that have been highlighted in red
- ★ Using the information you have learned, now look at the different job adverts (worksheet 1) that you can apply for and find the same key points on these
- ★ After reading all of the job adverts, pick one (or a few) that you would like to apply for
- ★ Think about the different skills and qualities you will need to do this job (or jobs)

Follow-up

Young person should discuss with an adult all of the key points of a job advert and why these are important.

They should now look at how to apply to their chosen job(s) as detailed on the job advert in preparation for the next activity.