

NCFE LEVEL 1 AWARD IN EMPLOYABILITY SKILLS

This qualification aims to develop and enhance skills required for the working environment and improve your confidence and communication skills in order to prepare you for employment or for a change in employment.

- Understanding how employability can be affected by your mindset
- Focusing on the key qualities sought by employers
- Knowing the key issues when handling data in the place of work
- Why processes and procedures are needed and used in the place of work
- How teams work
- Recognising your own strengths in contributing to a team
- The contributions of others and understanding team goals
- Understanding customer needs within different straight forward contexts

HIGHER DEVELOPMENT AWARD

What is it?

The HDA is a personal development programme for support workers that enables clinical and non-clinical staff to build on their knowledge. It gives them tools to increase awareness of how their role can improve service user outcomes.

A fully funded flexible programme that can meet the needs of your service. Develop learners' confidence and motivation.



- ✔ Personal development
- ✔ Build confidence
- ✔ Improve communication skills

Delivered once a week (10:00 - 14:00) | Petroc (North Devon campus), EX31 2BQ

HIGHER DEVELOPMENT AWARD

COHORT 1: 8 March | 15 March | 22 March | 29 March | 4 April

COHORT 2: 3 April | 11 April | 17 April | 24 April | 2 May

If you are not completing the Higher Development award but want to improve your employability skills please get in touch. Further dates are available.

COHORT 1: 11 May | 18 May | 25 May | 1 June

COHORT 2: 7 June | 14 June | 21 June | 28 June

Book today to avoid disappointment!

Email us at HSSAP@petroc.ac.uk or call 01271 852428 for more information about this course and other free training opportunities through HSSAP.

Please note: courses are subject to availability.