

Oak Specialist

Independent Living

Unit 5 - World of Work

Applying Learning



Unit 5- World of Work

Lesson 1 - The benefits of work

Why do we work? This lesson explores what's good about getting a job.

Lesson 3 - Vocational profiling

What is a vocational profile and how can it help you?

Lesson 5 - Getting a job

Where should you look for jobs?
Understanding Interviews and reasonable adjustments

Lesson 2 - Different types of work

Not all jobs are the same. This lesson looks at understanding what a job family is and the different types of tasks that can be done.

Lesson 4 - Routes into employment

What are the different ways to get a job.
Which route is right for you?

Lesson 6 - Workplace behaviour

How is work different to school or college?
What rules are the same and what ones are different?



Lesson 5 - Getting a job



Teacher notes- Lesson 5

-Learning intention:

- To know and understand where to find employment and the process involved
 - To understand that we all require support at certain times and to know who how and where to ask for help
1. Where to find jobs
 2. Sharing your needs and reasonable adjustments
 3. Interview help

Resources needed:

- Pen, Paper, old magazines, scissors or computer/printer



Lesson Activity Stages

This lesson will be taught in 3 parts:

1. Where to find jobs
2. Sharing your needs and getting support
3. Help with interviews



Part 1: Where to find jobs

There are many different ways businesses let people know of jobs that are available and lots of ways we can find jobs.

- With your teaching partner see how many different ways to find a job you can think of and write these down.
- Can you think of at least three ways of finding a job?
- On the next slide there is a list of possible ways we can find jobs. How many did you get? Did you come up with any not on the list?



Where to find jobs

How many did you get? Did you come up with any not on the list?

- Newspaper - Job section
- Social media - sponsored post or informal request
- Jobcentre
- Recruitment agency
- Follow on employment opportunity after a work placement, supported internship or apprenticeship
- Ask - approaching a business directly
- Asked - a business approaches you
- Family friend
- Start your own job - self employment



Part 2: Sharing your needs and finding support

Everyone needs help at sometime. Getting a job and keeping a job can be hard work so it's important to plan for what help we think we might need and where we can find support.

- Look back at the work you did in lesson 3 - vocational profiling

You have already started thinking about what things you may need help with.

For example:

"I get nervous when talking to new people"

"I need instructions broken down for me"

"I use pictures to help understand a task"



Sharing your needs and finding support

Write down the three most important things you might need help with when thinking about getting a job and keeping a job.

1.

2.

3.



Sharing your needs and finding support

Look back at the three things that you thought you might need help with. Now write down next to each one where you think you might be able to find support.

- Is there a supported employment service in your area?
- Is there someone at school, college or a family member that can help?
- Do you have access to some technology or visual aid that can help?
- Would the employer consider an alternative to an interview as part of their 'reasonable adjustments'?

Remember to let the employer know your needs!



Part 3: Help with interviews

As seen in lesson 4, 'routes into employment', there are multiple ways of entering the world of work, however at some point someone will probably ask you to share a bit about yourself, your interests, past experiences and your skills.



These conversations are called an **interview**. This can be formal, dressing smart and sitting down and talking, or informal, as part of a work trial process.



During an interview you might be asked...

- *What do you like to do in your freetime?*
- *Is this your first interview?*
- *Are you nervous?*
- *What type of role are you looking for?*
- *What experience do you have?*
- *Have you done anything like this before?*
- *What is your best quality?*

This can be quite overwhelming and when we feel worried we can forget the answers to simple questions such as ‘where did you do work experience?’ or find it hard to say positive things about ourselves like what we are good at doing. So we need **help**.



Help with interviews

Creating a talking picture sheet



Help with interviews

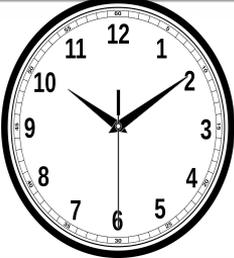
Creating a talking picture sheet

Using pictures, symbols or drawings is a simple way to remind us what it is we want to say. The pictures are grouped under three headings:

- **About me** - personal interest
- **I'm good at** - skills and qualities
- **My experience** - things you have done in the past that will help you do the job you are applying for

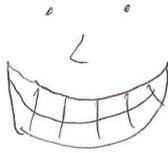
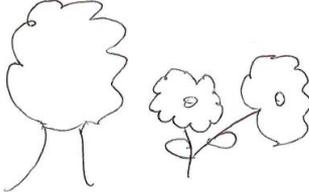
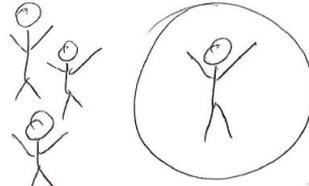
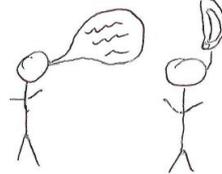
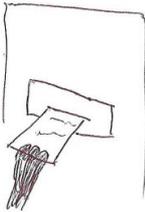
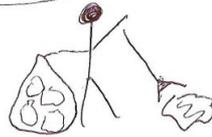
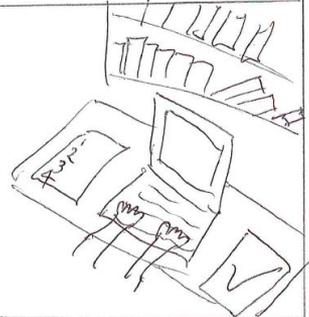


Talking about myself - Example 1

About me			
I'm good at			
My experience			



Talking about myself - Example 2

About Me			
I'm good at			
My Experience			



Talking about myself - have a go at making one for yourself

About me			
I'm good at			
My experience			



Help with interviews

People often use different words to ask the same things. Over the next three slides you will see some examples of this.

Have a go at answering these questions with your teaching partner.

Remember to use your talking picture sheet to support your answers.



Same question different words

Tell us a bit about yourself

- What do you like doing in your own time?
- Do you have any hobbies or interests?



Same question different words

Why do you believe you would be the right person for this job?

- What are your strengths?
- Please tell us some of your skills.



Same question different words

What experience do you have?

- Have you done any work experience?
- What did you do on your work experience?
- What did you learn when you did your work experience?



Independent Living

World of Work

Getting a job

Make it easier

Do part 3 of the lesson: act out an interview question and answer using the talking picture grid for support.

Make it harder

- Set up a mock interview with a member of your household.
- Get them to ask questions as if you were interviewing for your dream job.

More ideas

Research supported employment services in the area and make an appointment to meet with them.



Signposting

Independent Living:

- World of Work: Vocational Profiling

External Websites:

Local Authority 16-25 years old offer (put into a search engine the name of your council and 'local offer' '16-25')

Supported Employment - Look at the British Association for Supported Employment (BASE) for member organisations operating in your area



References

Slide 11- Interview, Waseem Farooq, Pxhere / Group Job Interview, Wallpaper Flare

Slide 13- Beach, Pixels, Pixabay / Paddleboard, Pixabay / Green park, Pixabay / Artist, Public Domain Pictures / Clock, Pixabay / Accounting report, Pixabay / Volunteering, Pixabay / Construction, Pixabay / 200320-F-IM475-1445, Airman 1st Class Jennifer Zima, U.S. AIR FORCES IN EUROPE & AIR FORCES AFRICA

Slide 19- Women running, Pixabay / Chess game, Pixabay

