

Developing Personal Development Skills

Introduction

In this course you will examine strengths and weaknesses in all areas of your life and look at how you can use your personal skills in the future. You will spend some time exploring your current life situation and how that impacts on your future. You will practise some decision-making techniques and work on an action plan for you to achieve your personal goals.

What will you learn?

By the end of the course you should be able to:

- Identify and recognise your strengths and weaknesses
- Identify and recognise your skills and investigate ways of self improvement
- Acknowledge and assess your current life situation and relationships
- Develop the ability to make positive decisions
- Set personal objectives and make action plans for self improvement

Who is this course aimed at?

The Foundation Learning programme at Fircroft College aims to offer people without formal qualifications the opportunity to learn new skills and gain qualifications, helping you to get on in life and in work. Personal and Social Development courses such as this one are aimed at helping you understand your personal life situation, the impact of past events, present circumstances and future aspirations on the choices and decisions you wish to make to improve yourself.

What are the entry requirements? (If applicable)

There are no formal entry requirements for this course.

How is it taught?

This course is taught by one of several experienced tutors who will guide you through the learning in a supportive and encouraging way. There will be opportunities for you to work individually on your strengths and weaknesses related to your current life situation, as well as some work with the tutor and other students to think about the main issues relating to decision-making. There will be some group work and discussions that take place.

How will you be assessed?

The Developing Personal Development Skills course uses a number of different assessment methods including completion of worked examples of decision-making and some written work to describe your learning and understanding, tutor observation and small group work. If you have any concerns about your skills or confidence in writing, talking or anything else please talk to the staff in the short course office. They can answer many of your questions or will ask the tutor to get in touch with you before the course starts to discuss your needs.

What will you achieve?

If you complete the course successfully you will achieve 3 Open College Network (OCN) Credits at Level 1 or 2. The OCN Credits you achieve are part of a national system for recognising and accrediting the learning you have undertaken on this course. Once you

complete this course you can build the number of credits you have achieved by undertaking further short courses as detailed below.

What can you do after this?

You can do a number of other courses as part of the Personal and Social Development Pathway, including Coping with Stress, Anger Management, Developing Personal Confidence and Self Awareness, Developing your own Interpersonal Skills and Making Choices in Pursuit of Personal Goals. If you complete all of these courses successfully you will gain an NOCN Progression Certificate at Level 1 or Level 2. You can then go on to achieve a full Diploma by taking further Personal and Social Development courses, or by improving any other skills which may be holding you back, such as Literacy, Numeracy, ICT or Employability.

Who are the tutors?

The course is run by one of the following tutors: Anita Guy or Simon Nicholls. Both are experienced at working with individuals and groups to support their personal development and learning in a positive and supportive way. The Short Course office will be able to tell you who the tutor is that will be running the specific course you may be interested in attending.

When does it run?

This is a three day course which includes two nights residency at the College. Courses start at 5.30pm on the first day and finish between 3pm and 4pm on the third day. Please check our website or short course guide for course dates. Alternatively you can contact our Short Course office.

Is there a cost?

This course is free if you are claiming certain types of benefits. Otherwise it is £40 (£10 surcharge for students holding a degree). All accommodation, food, teaching & course materials costs are included.

How can you apply?

For more information please contact the short course office on 0121 472 0116 or email shortcourses@fircroft.ac.uk. You can apply online at www.fircroft.ac.uk, by post or in person.

