

Course Information Sheet



Course Code and Name: GL0052636 Building Confidence For Work

Venue: Job Centre Plus (Tewkesbury)
Council Offices
Gloucester Road
Tewkesbury
GL20 5TT

Start Date: 09 October 2019
End Date: 20 November 2019
Day: Wednesday
Time: 10:00 to 12:00
Weeks: 6

Tutor: Judy Barber

Course Provider: Adult Education in Gloucestershire

Course Summary:

This is a 6 week course where you will explore skills about yourself and look at qualities that you possess. There will be areas around looking at work life balance, look good and feel good, healthy lifestyle, interview skills and mock interviews.

Eligibility:

Learners must be over 19 on the 1st August of the academic year they start their learning. Note: if not ordinarily resident in UK for 3 years (Please speak to a member of staff to confirm eligibility for funding).

How will the course be taught?

Learning will take place in small friendly classes using, individual and group work, demonstration, discussion and using a variety of practical activities

How will I know how well I am doing?

You will follow your own individual learning plan with progress recorded by tutors and yourself.

Prior Knowledge:

No prior knowledge required.

What do I need to bring?

All materials needed will be provided by the tutor.

How do I join the course, or find out more?

If you are interested in joining this session, please contact Adult Education on 0800 542 4655 or learn@gloucestershire.gov.uk

Cost:

Free to eligible learners

What course can I do next?

We can help you to decide the best way forward for you. Please discuss your next step with the tutor.

Information and Advice for Progression:

Advice will be given on an individual basis throughout the course. Please contact your tutor for information about suitable progression routes

Health and safety:

All of our venues undergo a health and safety audit on a regular basis. The tutor will advise on health and safety guidelines at the beginning of the course, these guidelines will be followed throughout the course.

Further information:

There is no parking on site and you will need to either use a public car park or travel on public transport.