

Course Information Sheet



Course Code and Name: GL0058056 Moving Forward

Venue: Adult Education In Gloucestershire
Gloucestershire County Council
4-6 Commercial Road
Gloucester
GL1 2EA

Start Date: 26 March 2024
End Date: 16 April 2024
Day: Tuesday
Time: 13:30 to 15:30
Weeks: 4

Tutor: Timothy Kendall

Course Provider: Adult Education in Gloucestershire

Course Summary:

This is an introductory employability course to restart your employment journey towards a better future
We will be looking at:
Confidence building
CVs
How to prepare and plan for an interview with confidence
Staying motivated
Goal Setting and Next Steps.

Eligibility:

Learners must be over the age of 19 and a UK resident in the last 3 years. Learner must be one of the following: Unemployed/earning below £20,319/retired; Learning disability; Mental health difficulty; qualified below a level 2 (less than 5 GCSEs). There may be a cost for people in work.

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?

No materials needed

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

contact nusrath.khan@gloucestershire.gov.uk

Cost:

Free to eligible learners. £5 per session for non eligible learners

What course can I do next?

CV Masterclass; Interview Masterclass; Be Your Own Boss;

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:

No information provided