

Module Specification

Module Summary Information

1	Module Title	Personal and Professional Development
2	Module Credits	20
3	Module Level	6
4	Module Code	EDU6253

5	Module Overview
<p>This Level 6 module will further explore the potential career pathways and enable you to manage the next steps in your career. As you prepare to finish your programme it will enable you to practice and develop key skills necessary as you seek employment or post graduate study.</p> <p>You will have the opportunity to identify, reflect on and develop a range of effective professional skills, practicing them through work based real life projects such as applying for jobs, interviewing, recruitment and selection processes. Using services for children and families as the context you will meet with a range of key stakeholders including recruitment companies, careers services, post graduate programme leaders and leaders and managers in services that work with and for children and their families. There will be challenging opportunities for you to reflect on your individual skills and match these to skills needed to be successful in your chosen field of work, or post graduate study. An exploration of the current political, social and economic environment will support you in planning to future proof your professional and transferable skills, recognising opportunities, understanding shifts in the sector so you can plan for future developments. Analysing and becoming more familiar with social networking and how this is linked to developing a professional digital footprint will be key.</p> <p>You will revisit aspects of resilience, transitions and self-determination in order to make yourself work ready, focussing on excellent communication skills, digital literacies, problem solving and creative skills.</p> <p>As this will be one of your final modules you will be working individually with tutors and colleagues from the careers team to explore career opportunities in the third sector as well as private and public sectors, and for those who are interested in developing entrepreneurial skills how you might go about working for yourself.</p> <p>This module encompasses the principles and philosophy of the programme by emphasising the need to work collaboratively as well as independently, creatively as a problem solver to be digitally literate and work ready.</p> <p>To summarise, this module will support you by exploring:</p> <ul style="list-style-type: none"> • What careers might be suitable for me, my interests and skill set? • What do I have to offer an employer? • How can I understand reflection more to benefit from adopting this sort of approach? • How can I stand out from the crowd? • What are employers looking for when appointing? • How can I really sell myself? 	

- Where do I want to be in five years' time?
- How can I make sure I am work ready?
- How can I create a digital presence that will help me to find work?
- How can I work for myself and be successful?

6	Indicative Content
You will explore:	
<ul style="list-style-type: none"> • Meet employers from the sector • Identify your skills and consider applications • Explore speaking with confidence • Blogging • Mindfulness • Resilience • Mock interviews 	

7	Module Learning Outcomes	
On successful completion of the module, students will be able to:		
	1	Investigate professional roles within a range of service providers that support the needs of babies, or children, or young people and their families.
	2	Explore and evidence individual learning and development to date.
	3	Identify short and long-term goals, and aspirations, demonstrating, through an action plan, progress towards these.
	4	Present digitally a range of sources that provide evidence of personal and professional development.

8	Module Assessment		
Learning Outcome			
	Coursework	Exam	In-Person
1-4	X		

9	Breakdown Learning and Teaching Activities	
Learning Activities	Hours	
Scheduled Learning (SL) includes lectures, practical classes and workshops, peer group learning, Graduate+, as specified in timetable	36	
Directed Learning (DL) includes placements, work-based learning, external visits, on-line activity, Graduate+, peer learning, as directed on VLE	36	
Private Study (PS) includes preparation for exams	128	
Total Study Hours:	200	