Session Plan 7

Program Name::	[redacted] **Pathways Planning for Employment**		
Session title:	**Session Seven - Other training and resources**	Total time:	2 hours
Unit of Competency:	FSKLRG07 - Use strategies to identify job opportunities		
Learner Outcomes:	By the end of the session the learner will have: ▪ More knowledge of their strengths, abilities and values ▪ Increased skills needed to research possible employment, volunteering and study pathways ▪ Increased self-confidence and awareness of…. ▪ Developed an elevator pitch that could be used when contacting potential employers to offer their unique set of skills and abilities ▪ An emerging belief about their ability to use a range of techniques and strategies to find about possibilities considered worthy of pursuit.		
Resources:	**E.g**. resources may include: • Handouts and activities on building self-awareness – based on theories about multiple intelligences, learning styles, etc. • White board and white board markers (or butchers paper and permanent markers)		
Learner needs	The target participants for this ACE delivery include but are not limited to those who have some of the following: • Low self-esteem • Limited or no recent workplace experience • Low levels of Language Literacy and Numeracy • Negative previous educational experiences • Limited concept of a future direction in their life • Possible social isolation • Limited or no network of friends, family and support		
Time	Activities		Resources
10 – 15 mins	**Review:** Session 1 Allow a few minutes for small groups to meet to discuss what was covered in the last session, what was most interesting, least interesting etc. Tutor to listen to comments and clarify any areas that were unclear. **Tutor recaps** last session - mentions what was covered, most important messages etc. Reminds learners that 'we are all smart in different ways'		Whiteboard /markers Pens

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2 mins	Review last session on locating jobs: • Locating jobs – current and emerging • Learning Styles This session covers: • Opportunities for training • Other useful career and life planning resources	
10 mins 5 mins	**1. Opportunities for training** **Tutor breaks group into smaller groups or pairs** a. What is training why is it important? Allow a few minutes discussion and your personal experiences with training – – whole group discussion **Tutor explains that there are a range of training programs offered in South Australia:** b. Types of training, meaning of each and where located (Registered Training Organisations (RTO's) – TAFESA, Community Centres etc.) • **Accredited** (levels of certifications) – from Certificate 1 to 4, Diploma, Advanced Diploma to degree level at a University and then post-graduate level – a formal qualification is granted upon successful completion of course – after months or years of study. • **Non – accredited** – do not lead to a formal qualification but many will provide a certificate of attendance – usually short duration - from an hour to a half day or short term over a few weeks. • **Adult Community Education programs** – vocational programs such as Introduction to Workplace Health and Safety, Introduction to Working in the Aged Care or Disability sector and "soft entry" courses such as a one week to four week cooking class or art course. • **On the job** training e.g. As part of volunteer or paid roles • **Off-the-job** training – in formal classrooms, workshops etc. • **Apprenticeships and Traineeships –** explain system in SA – usually one to four year duration, low "wage" during apprenticeships or traineeships that increases each year (usually) with ability to move to full wages on completion. **c. Each participant to complete research activity (in pairs or on own) to:** • locate a training opportunity for specific industries that interest them • identify costs associated and if they are subsidised • find out where in South Australia this course is offered • find out how long the course usually takes to complete full-time • determine any apprenticeships or traineeships currently on offer, and pay rates for these apprenticeships or traineeships	Computers or laptops with internet access Set research for participants to: Obtain some TAFE programs of short programs and Pre-employment providers Uniting Care Wesley Bowden Interskills, Renewal SA, local community centres, DOME, HETA, Enhance Training, Maxima etc.

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	This link to Skills SA website provides information for job seekers about training relevant to various occupations ***and highlights subsidised training opportunities***. https://www.skills.sa.gov.au/courses-careers **Additional resource for tutors only:** https://providers.skills.sa.gov.au/Get-Started/Subsidised-Training-List	
10 to 15 mins	Tea Break	
30 mins	Allow additional time if pairs or groups require more time and/or access to resources. Each pair or small group to jot down key information on butchers paper to report to full group. **Tutor says:** When thinking about future training and education options you need to make sure that your foundation is secure. Think of yourself of a tree – with your foundation being your roots – your family and friends, housing, sources of income, community supports. Adult Community Education programs tend to fall into three streams – **career planning support, employability skills programs** (such as this Pathway Planning course) or **social connectedness programs** such as digital technology, cooking, gardening (horticulture), arts and crafts and recreation programs. Break group into small groups or pairs and allow a few minutes for participants to talk to others about what: (a) What they know about that happens in their community or within travelling distance that they could (b) Organisatations that they might want to contact to find out more about Discuss in the full group – whiteboard suggestions that others might want to follow-up.	**Plan to Grow** – A3 poster Whiteboard or butchers paper)
10 mins	**Review session –** small groups discuss what was covered today and what they plan to do in the coming week.	

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2 mins	**Tutor sets homework:** Conduct some extra research at home, or at a local library or with a friend about possible training opportunities – ready to discuss at our final session. Next session focus on: • Where am I now • Dealing with rejection • Things to be grateful for • Conclusion of program, farewell, where to from here…	

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