

Introduction

During the course of this module I have been able to shape myself in a way that has helped me to assess my future career prospects and what route I can take. In this report, I will discuss the processes that have led me to my decisions and how they have come about. In addition I will demonstrate situations where I have had to use my skills and knowledge to demonstrate that I understand the concepts of career development.

Career development

It is important to have a clear career development plan (Rubio, Robinson, Gabrilove and Meagher, 2017). The first part of career development is assessing your qualifications and skills. As for my qualifications I have managed to achieve a few GCSE's and then I can use some of them for whatever career path I would like to take. I got a GCSE in English and would like to believe I am a competent English speaker and am able to produce good standard pieces of writing as I have shown throughout the course of the year. This is a very useful skill to have as it is the native language for the majority of the UK and since I am able to speak it to a very good standard it is appealing to employers and can be used in several different work environments.

It is also important to assess the skills you have when deciding which career path you want to get into. One of my key skills is my motherly nature. I have raised two kids and have to look after my elderly father often. This caring nature is innate and built within me so I am able to show compassion and care to those in need. It is this single quality that has made me pick the carer sector and is the line of work that I would like to try to get into. This caring nature of mine will also develop as I am working as a carer so it increases my level of care. It is an invaluable attribute to have as a carer and will help my career progress.

Another key part of career development is to assess what sort of work experience you have and how it is relevant to the sector you want to be a part of. I was a receptionist for a couple years. This gave me a sense of responsibility as I had to direct people to the right area, I had to provide them with the information they have requested and then I have to ensure that they leave the job satisfied. This skill will be useful as a carer because you are taking the role of looking after someone and if they aren't taken care of then there can be severe consequences. In addition to this, as a receptionist I interacted with different faces everyday which has helped my communication skills also so I am confident of speaking to new people and getting to know them. This single experience has helped provide me with a range of skills that are useful and can be used in many different sectors.

During this course I have also developed a range of skills. A lot of the tasks and projects require us to work in teams and it is useful in care sectors (Schmutz, Meier and Manser, 2019). This has helped improve my capabilities in a team environment. We have to each input the same amount of work to achieve success and this discipline is one that many employers will seek. I believe I have a good understanding of what projects require us to do so am able to competently finish a task and help my peers when I can. I usually take the lead and portray my leadership when I want to produce the best quality piece of work.

To work effectively there are many factors you need to consider. Firstly, you need to have an understanding of the task at hand. This will tell you what you need and need not to do. This will then build the foundations of your project/task and you can act accordingly. Secondly, if you are working in a team you need to assign relevant roles within the team and make sure that everyone has some relevant input in the task. If you are working individually there is more onus on you to do the work and you have to manage that responsibility on your own. Thirdly, you need to ensure that you are managing your time effectively. A plan should be made with set deadlines for different components of the work which will mean you are staying on track and will complete the task promptly. On top of this you have to remain organised and ensure you have the time and place to complete the task. Above all you have to be confident in what you are doing. If you are doing something half-heartedly then you are bound to make errors along the way. The best way to work effectively is to trust your instincts and to be confident in what you are doing.

I believe I am ready for employment in the carer sector. This is the role for me because I enjoy taking care of people and helping them out when they are in need and I believe this will be a rewarding career and it will make me feel like I am offering a useful service. I have acquired many skills and increased my experience significantly during the course of this year. I would still like to develop some other skills of mine such as problem solving because I have not had enough practice to implement these skills. A bit more practice and then I will be a competent problem solver and can attempt any question competently.

Another area of weakness for me is public speaking. Before beginning this course I had not done any public speaking for about 30 + years or since I have left secondary school. The first time I did it was when I had to do my presentation for my first unit and ever since then I do feel like they have improved and developed. I will also consider virtual reality training to help improve my public speaking skills (Takac et al., 2019). Interviewing skills will also be assessed during my current units and it is similar to public speaking because I have to interact in front of an audience but this is useful as most jobs require some form of interview and this will set me up well for the future.

Role play

I was part of a role play interview and this helped me display and present my skills and career plan to my peers. The role play allowed me to have a clear picture of my skills and initial career plan and from the feedback I received it has helped shape my future plans. I firstly started by highlighting my career plan and where I want to end up. Then I started talking about my relevant skills and work experience. This involved talking about how I used certain skills of mine to help thrive in the environment I was in. I also played a role as an interviewer and this meant that I had to put myself in someone else's shoes so I had to think critically as if I were an employer what skills would I look for. By doing this, it gave me a better sense of what sort of credentials I can develop and how those will make me stand out in an interview. In addition to this it helps build on my communication skills (Jackson and Back, 2011). This experience has benefited me a great deal and I now have a clear picture of

what I need to aim towards and my personal development plan will help me strive towards this.

Personal development plan

My long term goals for my career involves finding a placement as a carer and working with people who are in need of help. Even though, care work is prominent in the intensive care unit (Wilkin and Slevin, 2004) I would prefer a role as a nursery assistant or nanny which involves me working with younger pupils and offering a helping hand in a nursery. I would then like to try and learn another language and then potentially buy a house in the future on the outskirts of London. My short term goal at the moment is to finish my qualification to a good standard and get a good grade. I would then like to start searching for jobs related to my desired sector and apply for places which are relatively local to me. The deadline for my degree is near the March period. I would like to spend all of summer in 2021 putting effort into application to different sectors. I aim to try and end the year 2021 with a good job in the care sector. I want to aim to start learning a language by the end of the year 2021 and hopefully learn it to a semi-decent standard by the end of the year 2022. I would then like to purchase a house within the next 10-15 years. There will be difficulties I will face such as COVID-19 preventing us from continuing in person teaching so I have to adapt and get used to online teaching. When applying for a job it will also be difficult because the current economy has been affected and there will be a greater demand for jobs. This means that there will be a lot of competition when applying so it will be more difficult. When learning a language I believe the main difficulty will be finding time out of my day to learn the language. I predict myself to be incredibly occupied next year in my aims to look for a new job etc. so it is essential that I am ready to overcome and face these threats. Another threat that I may face is not achieving my desired grade in the current course. To overcome this I have to ensure that I will work hard and attempt to make sure that I do not become complacent. To keep myself motivated there are things I will plan on changing. These include:

- Expanding my reading
- Keeping healthy and staying fit
- Avoiding any distractors
- Being on top of my work and endeavours
- Managing my time effectively

Throughout the duration of this course I have met and networked with many people. It is critical that I keep in contact with them because they may be able to direct me to opportunities if they are present. As well as this they will be able to provide me with useful and effective advice that I can use to progress my career. I will also aim to try and network as much as I possibly can before I am done with this current course. The final step in my personal development plan is for me to ensure I am consistently reflective. This involves me measuring my progress. Whether it is weekly or monthly I must try and keep on top of reflection to see how I am doing, if I am doing well or if I could possibly do better.

Conclusion

I have been able to evaluate my key strengths and skills and by doing so have been able to decide which sector is relevant to me and I will prosper in. By creating a personal development plan I have outlined my goals and deadlines for these goals which means that it will make me more committed to completing my set goals. This will also keep me in the loop and therefore I will be able to measure my progress with time. I now have a clear target and I will do everything I can to achieve those goals.

References

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