

Academic And Employability Skills

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Assigment Part 1

Academic And Employability Skills

My future as a Social Worker

Skills and the knowledge I need to have:

- counselling skills including active listening and a non-judgemental approach
- sensitivity and understanding
- patience and the ability to remain calm in stressful situations
- to be flexible and open to change
- knowledge of sociology and understand of society and culture
- to ability to work well with others
- active listening skills

The qualification I need to have:

- 4 or 5 GCSE at grades 9 to 4 [A to C] or equivalent for level 3 course.

What you will do:

Discover the day task you will do in this role.

Day-to day task:

- contact clients and follow up enquiries
- advise clients and their families about help thats available
- visit people at home to check how they are
- keep records and write reports
- liaise with other health and care professionals
- support clients safety and take the right action to protect

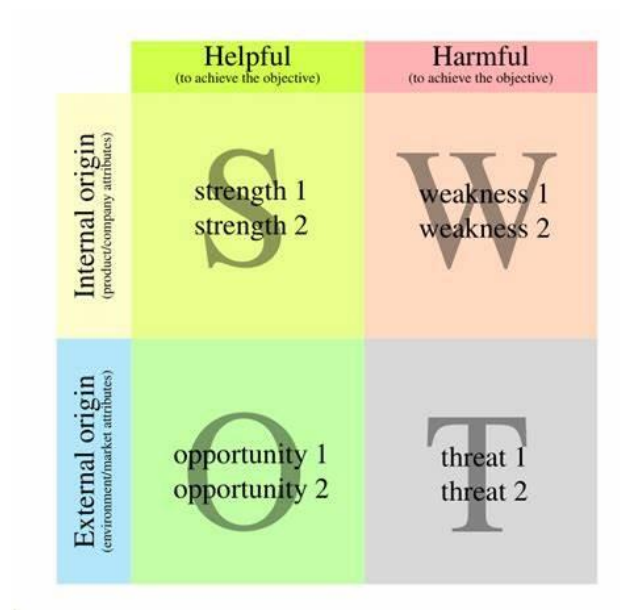
SWOT analysis

Strenghts

- I have good problem solving skills.
- I have good sensitivity and understanding skills.
- I have good empathic skills.

Weaknesses

- I do not have leadership skills.
- I do not have confidence.
- Lack of good communication skills .



Continued

Opportunities

- I will get better opportunities from good sources of information and knowledge.
- I have good decision –making skills, which will help me to make decisions the right way.
- I can manage the conversation and create bonding throughout the role with good communication and relationship skills.

Threats

- The use of computers and software is a threat to me.
- Lack of leadership skills .
- Throughout the confidence issues it may affect my opportunities.

Employability skills

- In the view of Krishnan et al.[2021],an employability skills includes different skills with organisation, communication, teamwork and adaptability.
- An employability skill also helps to maintain the skills and consider the communication with the other employee.
- However, it has been argued by Ganguly et al.[2021] that employability may affect with productivity issues and affects the quality of work throughout the situation in the organisation.

Academic skills

- In the view of Rodríguez-Sánchez et al.[2020],HR role managers intend to the different skills and knowledge throughout the organisational structure, including communication skills, decision making and many more.
- However ,it has been argued by Zhukovksa et al.[2021] that academic skills can impact job opportunities and leads to inefficent result throughout the structure.

Personal Development Plan

Developing skills	Actions and Resources Needed	Time
Confidence	I am setting the goals within the short and long-term planning getting strengths to achieve the plans to enhance the skills.	2 weeks
Decision making	I will need active listening, interpersonal skills, logic communication and time management to create and enhance the skills within the decision making	3 weeks

Continued

Communication	Listening is essential in communication. Analysing the information and communicating with the individual to enhance the skills	2 weeks
Analytical	Understanding the clear framework with the discussion will help to enhance the skills	4 weeks

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