

ACADEMIC AND EMPLOYABILITY SKILLS

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# OVERVIEW

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- My Intended career
- Swot Analysis.
- Academic And Employability Skills
- Personal development plan (PDP)
- Conclusion
- References

# MY INTENDED CAREER

## Mental Health worker

### Responsibilities

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- Basic care to patients that have disabilities or mental illness
- Making sure patients follow treatment plan and take necessary medication
- Giving Emotional support
- The obligation to carry forward an assigned task to a successful conclusion. With responsibility goes authority to direct and take the necessary action to ensure success. (2021)

### Skills

- Time management
- Good communication
- Summarising
- Reflection



# SWOT ANALYSIS

## Strengths

- Good Listening
- Reflection
- Summarising
- Time management

## Weaknesses

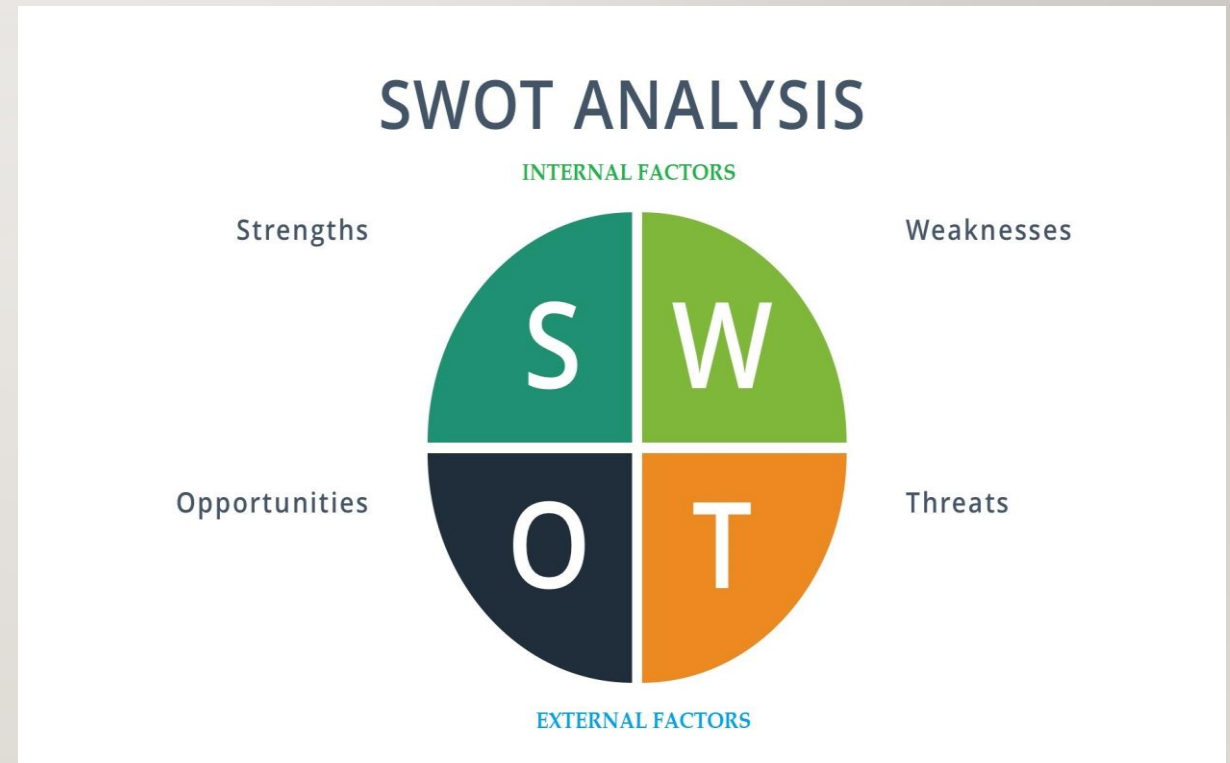
- Speaking Infront of big groups
- Don't like pressure
- Long term planning

## Opportunities

- Improve on my IT SKILLS
- Do more courses to enhance my career

## Threats

- Being unprepared



# ACADEMIC AND EMPLOYABILITY SKILLS

## Time management

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- Being a Mental Health worker time management is a good skill to have so I can start my day on time and be organized for daily meetings, making sure service users take medication on time.
- Time management will reduce stress it has a direct effect on my stress level.
- Time management strategies are tools that help complete tasks within a specific timeframe and with a steady workflow.(2021)



# ACADEMIC AND EMPLOYABILITY SKILLS

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## Summarising

- Summarising skills is important in mental health as it helps me focus on the main ideas that describe the complete situation.

## Reflection

- Reflection skills is good to have in the mental health sector as it's a beneficial impact on the work. Reflection is good to have for meeting so I can come to the meeting with new ideas.



# PDP

- I would like to be able to speak in big groups this will help me with not feeling stressed and help me become more confident.
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- I would like to improve my time management skills as I feel if I do, I won't be put under so much pressure and will be more prepared, structured and organised.
  - I would like to improve my long-term planning skills as It will allow me prioritize work and monitor my progress towards the end goal.

Compare some recent work with your older stuff and you'll see how much you've improved. (2021)



# CONCLUSION

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- In conclusion it is important to say Academic and employability skills are necessary to enhance my employability skills.
- It helped me In building a better career, the role of academic skills and employability is very essential (Vonada, 2012).

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