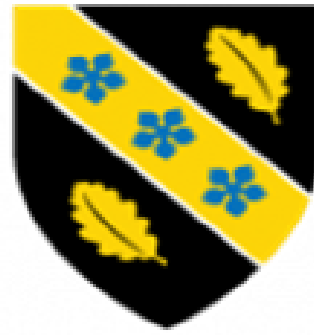


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**University of Wales**  
Trinity Saint David

**CertHE in Skills for the Workplace.**  
**Academic and Employability Skills.**  
**BMSW4001.**  
**ACE Assessment 1. Task 1.**

# Senior Lecturer.

## Duties

- ❖ A senior lecturer teaches people in higher education, usually people between 18 to 80 years old.
- ❖ They deliver lessons to either small or large groups up to 200 people.
- ❖ Mark assessed work.
- ❖ Also overtake administration tasks. (career-advice.jobs.ac.uk. 2012)

## Basic needed skills.

- ❖ Public speaking.
- ❖ Time management.
- ❖ Self motivation.
- ❖ Interpersonal communication.
- ❖ Record keeping. (career-advice.jobs.ac.uk. 2019).

# More skills.



Good team working.



Good understanding and sensitivity.



Designing skills and teaching ability.



Software and computing knowledge.



To have initiative.



Good communication skills.

## **Strengths.**

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- ❖ Public speaking.
- ❖ Self motivation.
- ❖ Good team working.
- ❖ Great communication skills.
- ❖ Passion for helping others.
- ❖ Mathematics knowledge.

## **Weaknesses.**

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- ❖ Poor time management.
- ❖ Technical English language.
- ❖ Advanced software and computing knowledge.
- ❖ Ability to design lessons.
- ❖ Good record keeping.

# Opportunities and threats.

## **Opportunities.**

- ❖ This course.
- ❖ PGCE courses offered in the UK.
- ❖ My Maths GCSE.

## **Threats.**

- ❖ My limited knowledge of the language.
- ❖ Limited information about the training needed.
- ❖ Lack of experience.

# Conclusion.

- ❖ Time management is a key part of my intended career.
- ❖ Past experiences in team working are essential to build my confidence and skill set to reach the final goal.
- ❖ The knowledge gained in this module is very important to work in my weaknesses.
- ❖ The SWOT analysis is very helpful to find everything you need to improve during the process.

# References.

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