

University of Wales Trinity Saint David

Module: Professional Career Development (BMSW4005,LCHS4005_LON)

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Task: 2

Professional Career Development

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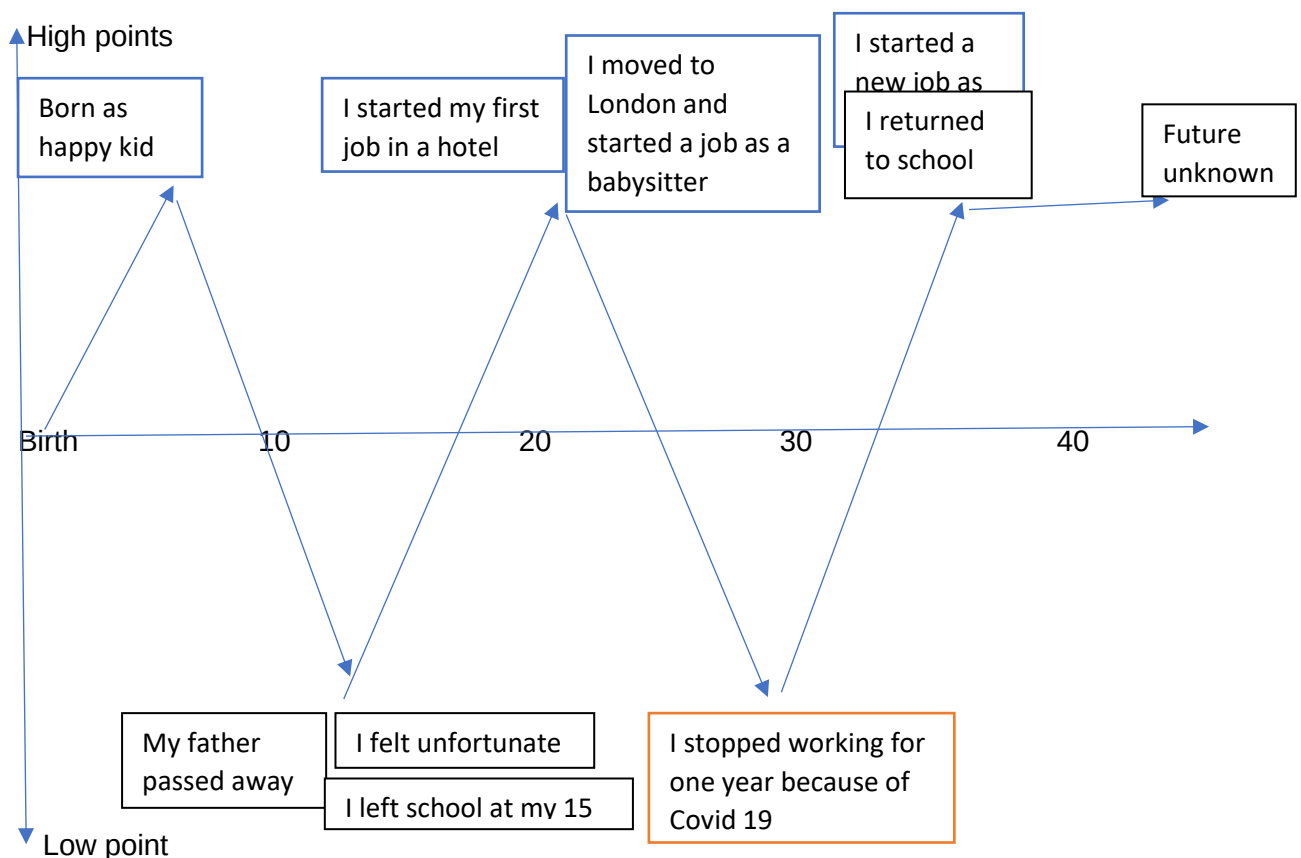
I . Introduction

1. Lifeline – My story

I was born a happy and healthy child in Varna, Bulgaria, about thirty years ago. My childhood was happy and wonderful; I played on the playground and spent time with my friends.

When I was ten, we discovered my father was seriously ill with cancer. This shocked everyone, and we were distraught. He was a strong and fighting man, but the disease overcame him, and he died when I was eleven years old. Times were hard, and I got depressed. At fifteen, I dropped out of school and stopped going out with my friends. After five years of depression and despair, I finally started my first job in a hotel. After four years working in the hotel, I realised I wanted something different work, and when I was twenty-four, I went to London to work as a babysitter. It was not easy at first because I did not know the language and nothing about life in England. I liked the job, and I did well. I gained experience, confidence, and new skills during the eight years. In 2020, the covid virus appeared and blocked and closed the world. My employer decided to move back to Denmark because it was safer, and I lost my job. Due to covid, I was out of work for a year and lost all my savings. 2021/22 was one of my successful years because I started a new job and went back to school, and I currently continue to study and work.

2. Lifeline diagram



Source: (Nikolova, 2022)

3. The Self-Motivation Quiz

Question	Not at all	Rarely	Some times	Often	Very Often
1 I'm unsure of my ability to achieve the goals I set for myself.	☐	☒	☐	☐	☐
2 When working on my goals, I put in maximum effort and work even harder if I've suffered a setback.	☐	☐	☐	☒	☐
3 I set goals and objectives to achieve my vision for my life.	☐	☐	☒	☐	☐
4 I think positively about setting goals and making sure my needs are met.	☐	☐	☐	☒	☐
5 I use rewards (and consequences) to keep myself focused. For example, if I finish my report on time, I allow myself to take a coffee break.	☐	☐	☐	☐	☒
6 I believe that if I work hard and apply my abilities and talents, I will be successful.	☐	☐	☐	☒	☐
7 I worry about deadlines and getting things done, which causes stress and anxiety.	☐	☐	☐	☐	☒
8 When an unexpected event threatens or jeopardizes my goal, I can tend to walk away, set a different goal, and move in a new direction.	☒	☐	☐	☐	☐
9 My biggest reward after completing something is the satisfaction of knowing I've done a good job.	☐	☐	☐	☒	☐
10 I tend to do the minimum amount of work necessary to keep my boss and my team satisfied.	☒	☐	☐	☐	☐
11 I tend to worry about why I won't reach my goals, and I often focus on why something probably won't work.	☐	☐	☐	☐	☒
12 I create a vivid and powerful vision of my future success before embarking on a new goal.	☐	☐	☐	☒	☐
Total = 38					

Score Interpretation

Score Comment

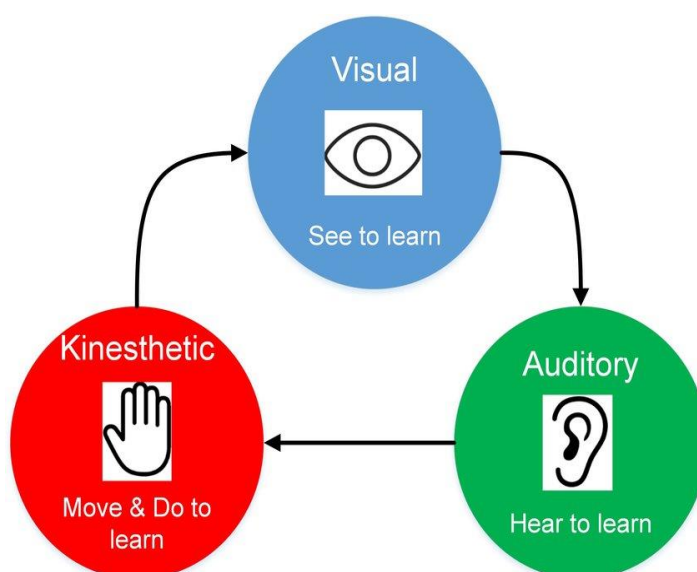
28-43	You're doing OK on self-motivation. You're certainly not failing - however, you could achieve much more. To achieve what you want, try to increase the motivation factors in all areas of your life. Read the relevant sections below, and work on them to strengthen your self-motivation.
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4. Self-motivation

It has always been my nature to be self-motivated, despite not having any family members who attended college, I was determined to be one of them. I am motivated by negative people who say I cannot or should not do something in my life. Any challenge I face is met with all my energy, and I look forward to the next one. The next big goal is something I really look forward to and genuinely enjoy working towards. The next project I can devote my passion to is always on my mind.

5. VAK learning style

One of the most popular models is Neil Fleming's VAK; In 1987, Fleming introduced an inventory to identify individual learning preferences in students.



Source: (<https://www.researchgate.net>, 2022)

Visual Learners

Seeing is the best way to learn for visual learners. Students who learn visually benefit from diagrams, charts, illustrations, and videos.

Aural Learners

Those who learn best by hearing information are aural (or auditory) learners. The students tend to take notes well and remember the information given.

Kinesthetic Learners

The best way to learn for kinesthetic (or tactile) learners is to touch and do. A kinesthetic learner needs hands-on experience.

We may be drawn to a particular learning style as students. The learning preferences of others may fall finding both visual and auditory learning enjoyable would be somewhere in the middle. I am a visual learner; my preferred method of absorbing information is to look at things rather than listen to or use my hands (kinesthetic). The best way for me to learn is to interact with visual information, such as photos, graphs, or diagrams. I can quickly remember faces and places as I manage to recollect details by picturing them in my mind. I used VAK learning to prepare for the exam job interview by watching many online videos.

II . Main body

1. Gibbs reflective cycle



Source: (<https://www.magonlinelibrary.com>, 2022)

2. Gibb's reflection based on the play-role job interview exam

Description

I am currently a student at Trinity Saint David University, and in the professional career development module, the students had a play role job interview exam. My colleague Oliver and I had to speak for five-ten minutes per student in front of all the students in the class. However, the exam was online due to the UK's hot weather, which should have made it easier for us.

Feelings

During the exam, I felt nervous and anxious, wondering if everything would be ok. During the interview, my colleague forgot to ask me one of the vital role play questions, which made me

upset, and I tried to fix it even though it did not go down well with the professor and the other students. Afterwards, I felt terrible that I was not given a chance to explain the situation and argue.

Evaluation

During the interview, I felt slightly disappointed with my performance and took it more dramatically than necessary. However, the teacher positively analysed my performance, saying that I was lucky because I answered only four questions and not to worry. The situation made me not take things so seriously, and I reacted with a smile and started laughing.

Analysis

Overall the exam went well for both of us. We performed well, and the teacher expressed the same positive opinion. Of course, I need more practice for the future exams that are coming up. In the future, I need to find more time to practice with my partner so that no mistakes are made.

Conclusion

In retrospect, maybe I would have done some things differently. I should not have rushed in and corrected my co-worker because I put him in an awkward situation, which was not correct. I should not have expressed an opinion, but I should have waited for the teacher to express his opinion and only share mine. Maybe my inappropriate reaction was because I was nervous, and the situation would have been avoided if I had not been nervous.

Action plan

In the future, I plan to build a strong relationship with the colleagues I will work with at the University. I want to work with more different colleagues so that I can gain more experience and confidence. I intend to be open about my feelings and try to deal with my nervousness. I plan to attend additional lectures that the University offers and become more confident when speaking in front of people.

3. Personal development planning

Name	Nevyana Nikolova	Career target	Nursery Manager	
Time period	01.11.2022	01.11.2023		
Skills	What is the best way to obtain them?	How can I get the resources and support I need?	Do I have any obstacles to achieving my goals?	What is the expected timeframe?
• Ability to provide excellent customer service • Working well under pressure and accepting criticism • The ability to lead • Skills in business management	• Learn about different leadership theories by reading books • Learn about computer programming by reading general books • Regular practice is the key to developing any skill	• Online Childcare courses • Internship program	• Low motivation • Laziness • The fear of change • Feeling intimidated or overwhelmed • Lack of confidence in your abilities • Failure anxiety	• One year

4. SWOT analysis

Strengths	Weaknesses	Opportunities	Threats
Organised	Emotional	Chance to grow in my career	Candidates with more experience in childcare
Experienced	Strict	More experience	Candidates with a diploma in childcare
Responsible	No team leader	Chance to be more confident	
Very patient			

5. SMART objectives

S Specific	M Measurable	A Attainable	R Relevant	T Time-bound
I want to cut the six hours I spend on social media and watching TV daily to three hours by implementing an improved study routine.	Daily, I will track how much time I spend on social media and watching TV.	I have to access more study eBooks to help me learn how to be more efficient in my studies.	I spend six hours on social media and watching TV, which is too much time in my life. Cutting that time in half would ensure I have time for my study.	I want to cut the time I spend on social media and watching TV calculation in half by the first of next month.

6. Johari window

Know to self Open self	Unknown self Blind self
• Good communication skills • Friendly • Fast learner	• Bossy • Strict in details • Confident
Hidden self	Unknown self
• No, enjoy teamwork • Low digital skills • Demotivated	?

III. Conclusion

In summary, I can write that report helped me take stock of my life and track where I have come on my personal and professional path and how much I still have to learn. I learned a lot about myself and the things I need to improve. I have not to be so worried and nervous and learn to work in a team and that I have to trust my colleagues at the University.

IV. References

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Appendix 1

Job application form

Application for Nursery assistant

Applicant details

Name: Nevyana Nikolova

Email: nevyana1988@gmail.com

Phone: 07438384801

Education and training:

- High school
- Childcare Level 2

Qualifications:

- Paediatric Aid certificate
- DBS certificate

History of employment

The name of the employer: Hanna Tune

Title of the position: Nanny

Employer length of time: Two years

Explanation for leaving: My employer moved to Denmark

Duties:

- Helped with the care of three children (boy 11, girls 9 and 13 years old)
- The school runs /After school activities
- Prepared healthy snacks
- Helped children complete homework assignments and school projects
- Supervised children while the parents were on vacation, on business trips and at weekends
- Engaged with children on an individual basis to build positive relationships with them

Employers in the past

Please tell us about other jobs and the skills you used or learned in those jobs.

The name of the employer: Darunne Arnaud

Title of the position: Nanny

Employer length of time: One years

Explanation for leaving: My employer could not pay me because he lost his job

Duties: Engaged in taking care of a year-old baby girl

- Followed the daily routine
- Prepared a bottle of milk
- Cooked daily baby food and helped the baby to eat
- Dressed and changed the diapers
- Monitored the bedtime
- Helped Mum with the new-born

As a professional Nanny, I demonstrated my excellent communication and interpersonal skills in this job opportunity. I learned to be more patient and how to plan and organise more effectively.

Statement of support

We would like to know why you applied for this job and why you think you would be a good fit for it.

The opportunity to work with a particular age group, my expertise, enthusiasm, motivation, and desire to learn more about young children are all factors that make me interested in this position.

No

References

Please give the names and contact details of 2 people whom we can ask to give you a reference. We may ask them before an employment offer is made. We will not ask your current employer until we get your permission.

Reference letter 1

28 Wellington Rd
Hampton TW12 1JT
3th of Sept. 2018.
Phillipe Arnaud 07841881501
Darunee Arnaud 07597708141

To whom it may concern:

I am writing this letter to recommend Nevyana Nikolova for a nanny position.
She worked for my family as a Nanny from the period: April-September 2018.
Nevyana was a Nanny for my little girl (15 months old). Her performance was excellent.
Nayana's responsibilities in my home included taking care of my girl, playing games
, preparing meals, and performing household duties.
I can say with no doubt that Nevyana took her responsibilities very seriously and
performed her tasks very well. I strongly recommend Nevyana for a nanny position
she will be a great help to your family.

Regards

Family Arnaud

7 Cherryfield's Little Chalfont
Amersham HP6 6FL
5 st May 2018
Seyielegbe@yahoo.co.uk
07738532715

Reference letter 2

To whom it may concern

Nevyana was employed as our Nanny from January 2017 to April 2018. She looked after our 3-year-old son and helped transition him into school.

She is very well organised, takes excellent initiative and always takes good care of our son. Nevyana always made sure our home was spotless.

She took great care in cleaning the house daily and never shied away from her duties. She was also responsible for the school run, cooking meals for our son and laundry for the family. She became great friends with our son and the rest of our extended family. Nevyana was a part of the family, and we enjoyed having her.

I have no reservation in recommending Nevyana, as she will be a great asset to any family she works with.

Please do not hesitate to contact me if you need further information.

Regards

Seyi Egejuru

Declaration

I confirm that the information I have provided on this form is correct to the best of my knowledge. I accept that providing deliberately false information could result in my dismissal.

Name: Nevyana Nikolova

Signature: 

Date: 14/08/2022

Appendix 2

JOB APPLICATION: Nursery Assistant

NAME: Nevyana Nikolova

Q1 Tell me about you.

Q2 What do you enjoy about working with children?

Q3 Can you tell me about an educational activity you have organised for children five?

Q4 Do you enjoy working within a team in your previous job?

Q5 What unique skills can you bring to the Nursery assistant role?