
Personal Development plan

Introduction

In this portfolio I will be talking to you about what is my placement is this year and is it suitable for me and the career pathway I have chosen.

Stage 1 - Personal Analysis

Placement Benefit

Placement is a great opportunity according to (ncub) for students to get out in the world and experience what it is like working for businesses and organisations that they might want to work for one day. It gives them a little taste of what they will be doing, do they like what they are doing? Is this the right career path for me? Do I even like the job anymore?. Placement will help you with all these questions it helps you to find out new things about yourself and helps you know if you like the job you want to do when you leave university or has it opened up a different career path.

My placement for this year will be at a summer camp (Pine Forest Camp) it is one of the oldest camps in America celebrating its 90th summer this summer. I have chosen to work here as a camp counsellor because I think it will benefit me and open up a lot of opportunities. It will teach me a lot about myself, help me be independent, get to know other cultures and how they are different from mine, it help me with problem solving, critical thinking and negotiation skills because I will be working with children, these are the skills that are required and that I will learn at camp.

Placement Rational

I think it's best if I do a placement that links with my degree and my career pathway. My placement gives me the opportunity to experience other cultures which my course encourages us to do, it will teach me independence, confidence, communication skills, problem solving skills, adventure skills, critical thinking and more. All these skills will be useful for my future job in the travel and tourism industry.

This placement will also show me how other businesses work in other countries. Is working for pine forest as great as they say it is on their webpage? (pineforestcamp.com) or is it different. I get to see how they treat their staff and their techniques on how to handle a business that is quite different to many other businesses. This shows it does link with my career pathway and degree in university.

Placement opportunities

There are a lot of placement opportunities that I could do that relates to my degree and career pathway. There have been many guest speakers that have been kind enough to come to my university to offer us a placement at their business and organisation. I did take an interest in the Little Nell in Aspen Colorado, Disneyworld Orlando and CCUSA as a Camp Counsellor.

The Little Nell Hotel in Aspen Colorado is a good place for placement it teaches you many skills that are in the hospitality industry such as the Forbes training which is amazing to have and looks good for many hospitality jobs. It teaches you skills such as independence, confidence with working in a high hotel, communication skills, It is a five diamond hotel according to (thelittlenell) you can go there on placement there for 3-12 months. I think it would be better to go here for 12 months other than 3 months in a business like this I don't think it is enough time to learn a lot in that amount of time.

I think Disneyworld Orlando would be a really fun and good place to undertake my placement this summer, i've heard reviews in my university on how amazing it was as placement and this did take my interest. Disneyworld is a big name it is known by many people and is known as a magical place. It will teach me to be more independent, I will learn how to work alone or as part of a team, it will teach me customer service skills, how a big business got such a big name for it self, I also will learn how they treat their staff, critical thinking, communication and more skills however it depends on the Job that Disney would want me to have.

Why could CCUSA Camp Counsellor be a good placement for me to undertake this summer? I think this would be a great opportunity to work at a summer camp this summer, I have heard loads of stories from past students that have gone with CCUSA and I have seen youtube channels say really good things about Camp as a place to work for the summer. There is even summer camp films such as "The Parent Trap" that has inspired me to take a bit more interest into camp as a placement opportunity. I think I could learn a lot of skills from working at a summer camp such as independence, critical thinking, problem solving, communication. and other skills that I will come across when I am taking part in my placement. All these skills will help me with my degree in university and my career path.

As you can see from the information above my preferred option is CCUSA Camp Counsellor I think camp will be a great experience and is something that is different and out of my comfort zone.

Stage 2

Qualification Audit

Where I have achieved these	What qualifications I have Achieved	Other Achievements	Future Achievements
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qualifications			
Sandfields Comprehensive School	I successfully achieved English, Mathematics and many more subjects with C-A grades.	I was a school prefect	
Afan college	I achieved a BTEC Level 3 Diploma in my first year of college and in my second year of college I achieved an extended 90 credit diploma leaving with a double distinction merit.	I was an ambassador for afan college and would have meetings with other college ambassadors to see how we could improve.	
University Of Wales Trinity St Davids	Passed my first year of University with a 2:2 grade. I have carried on to the second year of University.	First aid training class and got a certificate.	I plan to achieve higher than a pass in my second year of university and then go on to my third year to graduate to help me get to future career pathway.

Training Needs Analysis

When I arrive at camp I will have a week of intense training of what to do in any situation at camp. I will be given a booklet to help me through the week and there is a little test to see if you have acknowledge what you have learned in the week. You will know what to do in an emergency, how to set up the activities, learn skills such as communication, working as a team, independence, problem solving, critical thinking, time keeping as the camp is on a strict schedule. This will benefit me in many jobs in the future and especially my career pathway.

Pre-Placement Review

It was hard in the start looking for placement it self however when more and more guest speakers came into university to offer placements it started to become easier to find a placement but harder to decide which one was better for me and my future pathway and would it benefit me in the long run. I think the biggest challenge was narrating it down to three choices

then narrating it down to the actual placement which is with CCUSA. Then I had to begin the application process, pay the fee and then I started the interview process with all different camps in America after the third interview I received a call back for Pine Forest Camp and they asked me if I wanted to be part of their team.

Reference list

Ncub. (2020). '*what are the benefits of a quality placement*', [Online]. Available: <https://www.ncub.co.uk/placements-report/the-benefits-of-a-high-quality-placement.html> [9th January 2020].

Pineforestcamp. (2020), "*Staff, Camp Facts*", [Online]
Available: <https://www.pineforestcamp.com> [9th January 2020].

Thelittlenell. (2020), '*The Hotel*', [Online]. Available: <https://www.thelittlenell.com/hotel> [9th January 2020].

Disneyworld.(2020), '*holidays at Walt Disney World Resort*', [Online]. Available: <https://disneyworld.disney.go.com/events-tours/holidays/> [9th January 2020].

Imdb. (2020). '*The Parent Trap*', [Online]. Available: <https://www.imdb.com/title/tt0120783/> [9th January 2020].

Appendix

Personal Development plan

<u>Objectives</u>	<u>Success criteria</u>	<u>Actions</u>	<u>Implementation</u>
What do I want to be able to do or do better?	How will I recognise success? How will I review and measure my improvement?	What methods will I use to achieve my learning objectives?	How will I practise and apply what I learn?

I want to be able to have enough confidence to be able to go to any interview and feel confident or supply a presentation in front of loads of people.	practising more with my friends with family members gradually having more people to see my presentations and to see if my confidence is growing.	set myself goals and monitor to see if I am achieving these goals I have set my having a chart in my diary.	Have my family and friends watch my presentations and pretend to be interviews and see my progress over the two month period that I will monitor in my dairy.
I want to be able to be good at problem solving and to be fast at it.	keep a diary to track my progress or to ask my classmates to see if my problem solving skills have improved in class.	come up with problems and think of a solution to the problems ask my friends to come up with problems to help me become better.	_I will practice by keep coming up with problems and thinking fast for a solution to the problem. Ask my friends and tutors if my problem solving skills have improved.
Being more independent is something that I would like to improve on.	given more tasks that are independent such as more independent work in university and at home, going on more solo trips away to prepare me for future jobs away.	I will ask for more independent work in university and little task and go on more small trips away to become more independent	Just keep on booking trips away, having more independent work and just keep track of the independent work I'm doing.

Being more on time and following a schedule.	Not having any distractions at all, making sure I'm keeping track at all my deadlines and setting alarms.	keep a schedule of everything on my wall and on my phone and set reminders so I never forget deadlines.	Making sure I am keeping track of everything, my deadlines, interviews, places I got to be and university time table. Making sure I'm keeping a note of if improving with my time and handing everything on time.
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Curriculum Vitae

Curriculum Vitae

Name: Katie Manchipp

Address: 9 Mozart Drive, Neath Port Talbot, SA12 7TY

Tel: 07538599702

DOB: 18/01/2000

Education and Qualifications

I am currently studying at University of Wales Trinity St David's where I am studying International Travel and Tourism Management currently on level 5, graduating on level 6 with a degree.

I attend Neath Port Talbot College, Afan Campus in Margam where I successfully gained a BTEC level 3 diploma in Travel and Tourism with grades Distinction Merit. I then attended for another year to do Extended Diploma in Travel and Tourism which I achieved Triple Grade Distinction, Distinction Merit.

I attended Sandfields Comprehensive School at Southdown View, Port Talbot where I successfully gained GCSE's in Mathematics, English and many more subjects with C-A Grades.

Experience

I am Currently working at Iceland Supermarket as a Deputy Manager and I help the manager, manage the store when he/she is not there.

I have worked in many other jobs such as fast food to retail and I have also worked in a photography shop, I assisted the photographer in functions in the Glyn Clydach Hotel and Events in Manor Park

I have also volunteered for Sandfields Youth club for children ages 8-15 years old. I help set up activities, play games and help out with anything they need. |

Personal Profile:

I am friendly; I am a hard-working individual who enjoys working and have experience with dealing with people at busy shops. I have a mature attitude for my age and towards work. I am able to communicate well with people of all ages. I am very organised and much focused on the job in hand. I like to have new challenges because I get to learn new skills.

References

Megan Walker – Domino's Pizza Store, Neath Road, Briton Ferry, Neath Port Talbot.
07800860388

Helen Thomas – Course tutor, Neath Port Talbot College, Bertha Road, Margam, Port Talbot.

Lauren Castro - Camp Manager, ~~Crossroads~~, Greeley, 185 Pine Forest Road.
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Cover Letter

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Sandfields
Neath Port Talbot
SA12 7TY

Pine Forest Camp
185 Pine Forest Rd,
Greeley, PA
18425

6th January 2020.

Dear Sir/Madam

Vacancy Reference: Camp Counsellor

I would like to be considered for the Camp Counsellor Job that is advertised for Pine Forest Camp. I saw the Camp Counsellor job advertising on the CCUSA Page, I feel this is a great opportunity to apply for the job which I feel I am suited for.

I am currently attending University of Wales Trinity St David's studying a level 5 International Travel and Tourism Management I will be graduating in June 2021 and hopefully be progressing into my dream job or masters.

As you can see from my attached Curriculum Vitae I have experience in many different vocational areas such as working at a youth club which will help me in this job because I many skills such as problem solving skills, communication skills, confidence, critical thinking and responsible.

I feel that after reading the job description I will prove myself an asset to Pine Forest Camp.

Thank you for taking your time to read this letter and I look forward to hearing from you in the near soon.

Yours faithfully,

Katie Manchipp

