



## Course details

### Course title

Personal Development: Being Work Ready

### Course code

Q00028341

### Course date

Start: 20/07/26

End: 31/07/26

### Number of classes

4 sessions

### Timetable

Mon 20th Jul, 10:00 to 13:00

Fri 24th Jul, 10:00 to 13:00

Mon 27th Jul, 10:00 to 13:00

Fri 31st Jul, 10:00 to 13:00

### Tutor

Olusola McKenzie

### Fee range

Funding available - £96.00

### How you'll learn

You'll join a small group of fellow learners for classes at the venue indicated. Some materials may be provided in our virtual learning environment.

Got it!

In venue

### Venue

Victoria Hall Methodist Church (Sheffiel  
Norfolk Street  
Sheffield  
S1 2JB

## **Level of study**

Level 1

## **Course overview**

This course is funded by the South Yorkshire Combined Authority and only available to residents living within the South Yorkshire Combined Authority area. This course is designed to equip learners with essential employability skills, confidence, and knowledge needed to successfully enter and thrive in roles within school and college environments. By the end of the course, learners will understand key workplace expectations, enhance their personal and professional communication, and develop a strong foundation for workplace success.

## **Course description**

Through a blend of practical and interactive activities, you'll learn the foundational employability skills employers are looking for, including effective communication, time management, team work and job strategies. It is designed to equip learners with essential employability skills, confidence, and knowledge needed to successfully enter and thrive in roles within school and college environments.

By the end of the course, learners will understand key workplace expectations, enhance their personal and professional communication, and develop a strong foundation for workplace success.

## **What financial support is available?**

We don't want anything to stand in your way when it comes to bringing Adult learning within reach so if you need anything to support you to achieve your goals then speak to one of our education experts during your enrolment journey. Most of our courses are government funded but if you don't qualify or need alternative financial help to access them then let us know.

## **What other support is available?**

All of our digital content, teaching and learning activities and assessments are designed to be accessible so if you need any additional support you can discuss this with the education experts during your enrolment journey and we will do all we can to make sure you have optimal access.

**Source URL:** <https://www.wea.org.uk/courses/skills-work/personal-development/20-july-personal-development-being-work-ready>