



Course details

Course title

Essential skills for work

Course code

Q00028753

Course date

Start: 31/07/26

End: 31/07/26

Number of classes

1 sessions

Timetable

Fri 31st Jul, 9:30 to 11:30

Tutor

Laura Cooke

Fee range

Funding available - £16.00

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

St Richards

St Richards

36 Barwic Parade

Level of study

Entry Level

Course overview

This course is funded by the York and North Yorkshire Combined Authority and is only available to residents living within the York and North Yorkshire Combined Authority area. Essential Skills for Work is a practical and engaging two-hour taster course designed for ESOL learners who want to build confidence and develop the key skills needed for employment. The course focuses on essential workplace skills, including communication, teamwork, problem-solving, time management, and professional behaviour. Learners will improve their English language skills while exploring what employers expect in the workplace. Through interactive activities, discussions, and real-life workplace scenarios, learners will gain a better understanding of how to communicate effectively with colleagues and customers, follow instructions, and present themselves professionally. By the end of the session, learners will feel more confident about taking the next steps towards employment, volunteering, further training, or career development.

Course description

This two-hour taster course provides ESOL learners with an introduction to the essential skills required for success in the workplace. Learners will explore common workplace expectations and develop practical communication skills that can be applied in a variety of job roles and working environments.

The course covers key topics such as workplace communication, teamwork, reliability, problem-solving, and professionalism. Learners will participate in interactive activities and discussions that help them practice workplace English and build confidence in their ability to work with others. No previous work experience is required, making this course suitable for anyone looking to prepare for work, return to employment, or improve their workplace skills.

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.

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