

3. PLAN A WAY FORWARD

(reflects the **Plan and Make it Happen** module of the SEA Award)

BUILD EXPERIENCE, REFLECT AND FOCUS

The attributes, skills and knowledge employers require need to be evidenced through a range of experiences (gained through their curriculum, part time work, leisure activities etc.). It is important that the student can reflect on these and articulate the skills they have developed and their relevance to different situations (such as further study or employment).

DEVELOP A GOAL

Plans are more likely to be realised where there is a clear goal. Students often feel a pressure for this to be a job title (e.g. become a xxx), but it could be broader than this (e.g. gain experience with x client group, in x setting).

SUGGESTED DISCUSSION POINTS:

- Is the student aware of how employability is embedded into their curriculum e.g. through team activities, presentations, assessment methods, employer engagement etc.?
- What experience of the work place does the student already have?
- Do they recognise the transferrable skills they are gaining?
- Are they aware of the specific skills/experiences that may be needed in your sector and how to gain these?
- Are they aware of SUSU societies, College /School or departmental activities?
- Have they a goal? Is this SMART?

SUGGESTED ACTIONS FOR STUDENTS:

DATE

Reflect on the experiences they have had to date, perhaps through their CV

Identify core skills which they feel they have and those they would like to develop

Think about activities which would help them develop these

Start the Plan and Make it Happen module of the SEA Award

Go to myuni.swansea.ac.uk/employability/decision-making and complete the exercise there

Go to myuni.swansea.ac.uk/employability/swot-analysis to identify a goal and carry out a SWOT analysis

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Additional actions

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