



# Employment Ready Portfolios

Developing the Applied Health and Social Care  
Personal/Professional Development Portfolio.  
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# Workshop Content

- Embedding Edge Hill's Pro Vice Chancellors employability themes into the overt curriculum.
- Introduce the AHSC employability portfolio.
- Identify how the portfolio and employability skills can be embed throughout the curriculum.

# Linking the PDP to Employment

- The pro vice chancellor's External Relation 2015-2016 employability themes:



- ❖ Knowing yourself
- ❖ Knowing how to present
- ❖ Knowing Employability skills
- ❖ Knowing Employability



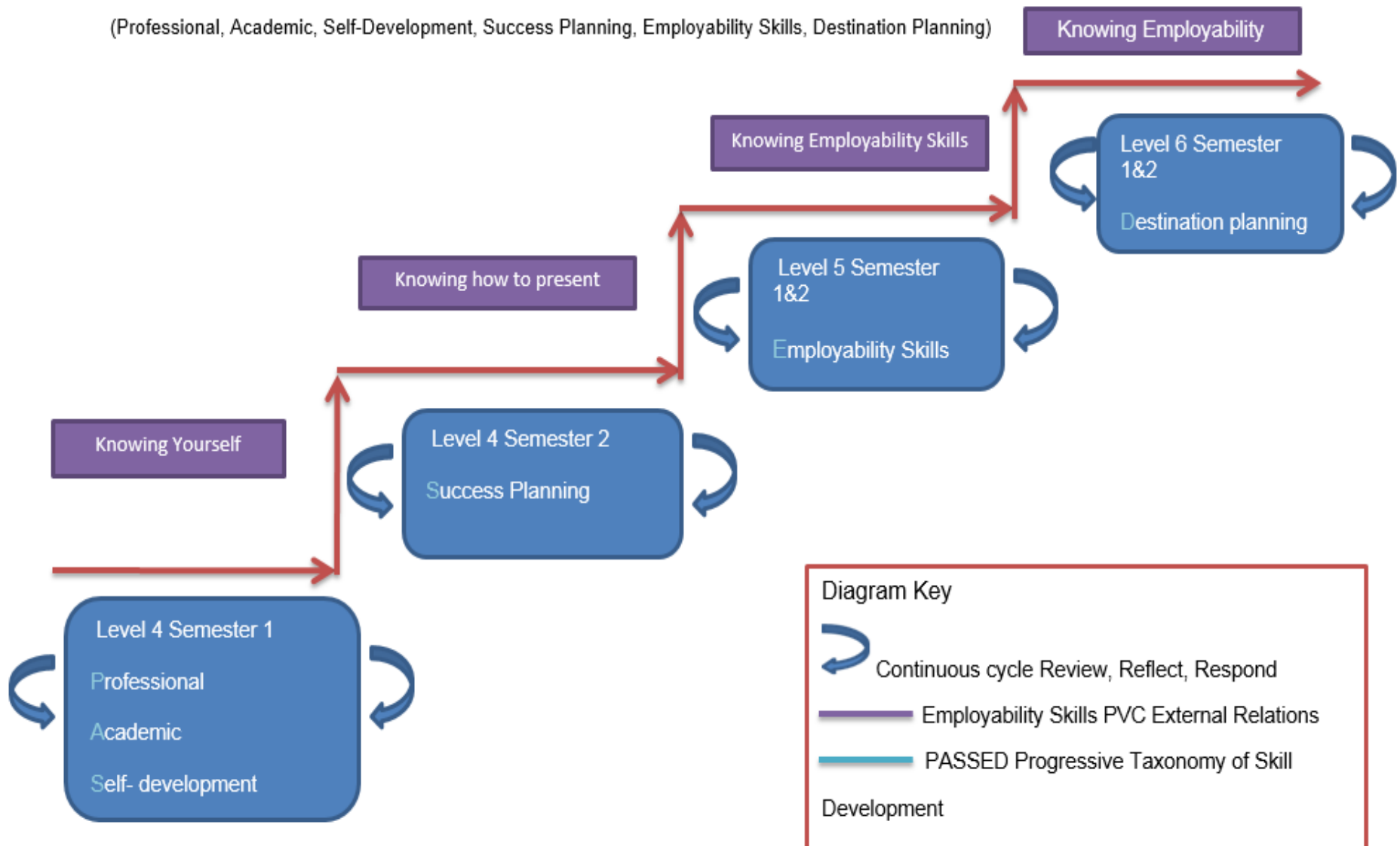


## What is a PDP?

- A PDP is a portfolio of evidence which should demonstrate a potential employees transitional skills, attributes and achievements.
- A Personal Development Plan is a tool to enable learners to assess their skills and discover where their strengths and development needs lie and to help them to structure their efforts to improve in the most appropriate areas (Pearson, 2014).

# Steps to Success PASSED Model of PDP

(Professional, Academic, Self-Development, Success Planning, Employability Skills, Destination Planning)





# Employability Skills

- Teamwork
- Business and Customer Awareness
- Problem Solving, Initiative & Creativity
- Positive attitude & confidence
- Communication and Literacy
- Ability to obtain, analyse and process information
- IT Skills
- Leadership Skills – decision making & ability to influence.
- Entrepreneurship/Professionalism
- Resilience – adaptability/flexibility.

(National Association of Colleges and Employers, 2014, Right Management 2014, Exeter University, 2014 )



# Linking the PDP to Research

## Phase 1 Becoming a Researcher

- Understanding the importance of research
- Introduction to Reflection
- Identifying Learning Styles

## Phase 3 Doing Research

- Developing an understanding of literature/methodologies
- The application of research within the context of your program.
- Critical thinking
- Ethics and research

## Phase 2 Becoming Part of a research community

- Learning about research that others conduct
- Developing an e-profile for research
- Joining a research/discussion group

## Phase 4 An Active Researcher

- Linking reflection with learning
- Transitions for future employability
- Exploring your employment sector
- Progressing your research/publication

# Embedding the PDP throughout the curriculum Year 1 semester 1

| Level | Semester   | Content                               | Subject Specific sessions that feed into the PDP |
|-------|--|---------------------------------------|--|
| 4     | <b>ONE</b><br><br><u>Knowing Yourself</u><br><br><b>Personal Academic Self-Development</b><br><br><u>Phase 1</u><br><b>'Becoming a Researcher'</b><br><b>Understanding the importance of research /awareness</b> | 1) C.V                                | FDH 1100 Study Skills<br>C.V writing             |
|       |  | 2) SAID analysis (SWOT)               | Identify strengths and development needs         |
|       |  | 3) Personal Objectives for the Course | Learning Styles                                  |
|       |  | 4) Learning Log                       | Reflection                                       |
|       |  | 5) Personal Statement                 | Personal statement enhancement                   |
|       |  | 6) Covering /application letter       | Transferable skills                              |



# Embedding the PDP throughout the curriculum Year 1 semester 2

| Level | Semester  | Content   | Subject Specific sessions that feed into the PDP                             |
|-------|---|---|--|
| 4     | <p style="text-align: center;"><b>TWO</b></p> <p><u>Knowing How to Present</u></p> <p><b>PAS</b><br/><b>Success Planning</b></p> <p><u>Phase 2</u><br/><b>'Being Part of the Research Community'</b><br/><b>Learning about research that others conduct</b></p> | 1) Enhanced C.V   | FDH 1101<br>Communication Skills<br>C.V writing                              |
|       |   | 2) Developing an E-Portfolio                                      | Communication for empowerment  |
|       |   | 3) Becoming Part of a research community e-profiling              | Using technology to communicate online identities                            |
|       |   | 4) Employability and Communication Skills mapping (presentations) | Presentation Skills, Professionalism & teamwork (etiquette in the workplace) |
|       |   | 5) Learning Log   | Reflecting and action planning   |
|       |   | 6) Evaluations and Reflections from Year 1                        | Self-Awareness, Values and key developments & aspirations for level 5        |



# Role of the Personal Tutor and the PDP

## Flowchart – Personal Tutor involvement with PDP

