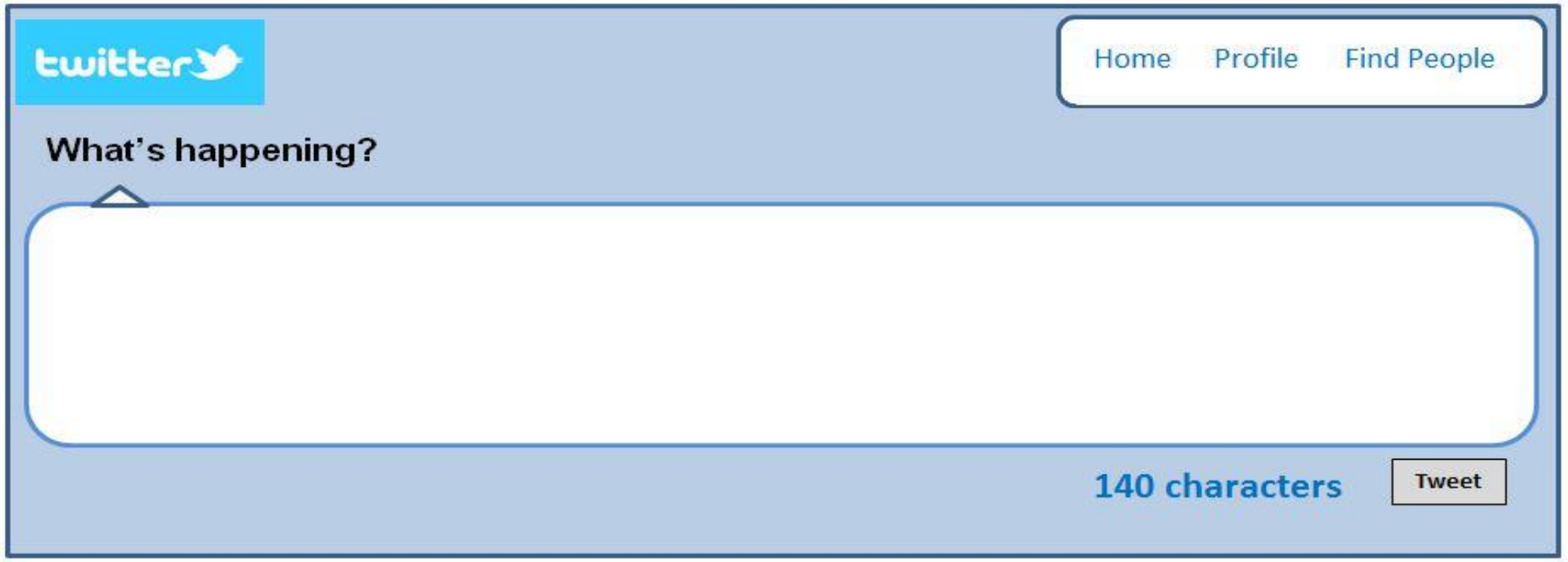
Starter

Why should you get the job?

You have 140 characters to tell your prospective boss why you should get the job.



- It’s not easy to get across in 140 characters why you are the right person for a job or course.

- But what if the question had been – ‘Write a 10 page report’

- Well, most of you wouldn’t have finished it and a lot of bosses probably wouldn’t have finished reading it even if you had

It’s me

- So how do you let them know

- For many jobs or courses you will apply for you will need to complete one or both of the following

    - A CV
    - A Personal Statement

    They’re short enough for people to write and people to read without waffling, and long enough to really make sure you have the opportunity to convince them it’s you they want

Personal Statements

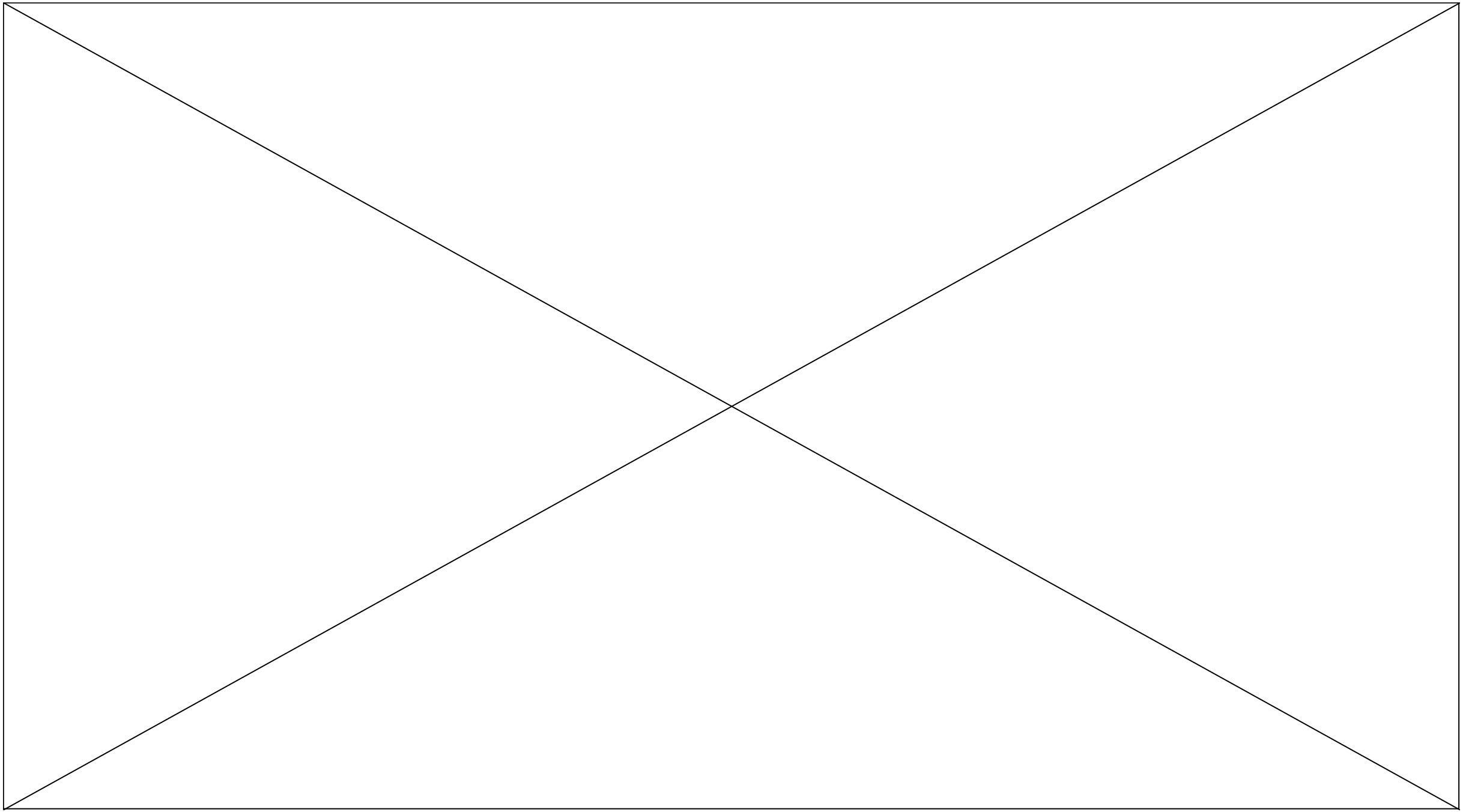
VS

You don't want them to be falling asleep or laughing at your statement – thinking it's ridiculous!
So what should we include?
(yes we've thought about this before – but it's amazing how many of you still miss of key bits!!!!)

Personal Statements – what you need to know

- With a partner – create either a spider diagram or a bullet point list on what information/topics you think should be included on your personal statement which you will use to apply for college

- Think
  - Do they need to know you have a dog called Rover?
  - Do they need to know what skills you have?
  - Do they need to know you didn't like Justin Bieber's last song (but then again who did!)
  - Do they need to know what qualification you are taking and how they might link to your future plans?



What do I include?

- The course – Why are you applying for it? (how does it link to your future)
- Why does the course interest you?
- Why are you suitable for the course?
- Do your GCSE's support/link to the course (if so how?)
- Skills and Achievements – what have you done/what can you do?
- Hobbies and Interests
- Work History
- Career Plans

You are now going to start writing out the first draft of what you will include in your personal statement as part of your UCAS progress . Write out the bullet point (underline it) and then write about you!!

PERSONAL STATEMENT BINGO

- Swap books with another member of the form
- Read through their initial draft of their personal statement
- Can you spot the words:
    - Passionate
    - Committed
    - Hard-working
    - Dedicated
    - Enthuastic
    - If so put a line underneath them

STAND OUT FROM THE CROWD

- Your personal statement needs to be an honest (but positive review of you) but it needs to grab people's attention as well.

- College admissions tutors and employers will read hundreds of applications, and on average over 90% of them will include the words we've just identified.

- Make yours stick out from the crowd – you don't want yours to be just another statement they read.

- So how can I put it another way……..

Me

- I’m passionate about all my subjects as I think they will help me get into teaching

OR

- The prospect of a career in teaching is something that really motivates me to strive to reach my potential in all areas of the curriculum.

Create a thesaurus for the dull words of personal statements

- What words could you use instead – aim to come up with 3 alternatives for each of the following words

  - Passionate
  - Committed
  - Hard-working
  - Dedicated
  - Enthusiastic

Review

- Look back through your statement so far – are there any changes you already want to make

- Work through any remaining sections you have yet to complete