

# CAREER KICKSTART

## COURSE FACT SHEET

This course is designed to introduce students to structured professional thinking and workplace behaviours within a guided academic framework. It combines hands-on training, teamwork, and reflective learning to help participants understand how workplaces function, recognise their strengths, and prepare for future academic and professional challenges. The course develops transferable competencies that help students feel better prepared for their first steps into the professional world. The course focuses on building career awareness and foundational professional habits rather than technical expertise.

### Course Aims

This course aims to:

- Develop an understanding of how modern workplaces and organisations operate, including roles, responsibilities, and collaborative structures.
- Build foundational professional competencies, including communication, teamwork, problem-solving, and leadership awareness.
- Develop confidence in expressing ideas clearly and appropriately in professional contexts.
- Increase awareness of their own strengths, working preferences, and areas for development.
- Gain early insight into how academic disciplines and professional pathways connect to real-world careers.

### Content

The course is delivered through two integrated modules. In Module 1, students develop knowledge and core professional skills through tutor-led interactive sessions, including guided scenarios, case-based discussions, and workshops. Module 2 is student-led and designed to apply the concepts and skills introduced in Module 1 through staged Industry Simulation Projects.

Both modules run in parallel throughout the programme, with the project serving as the practical vehicle for applying and consolidating concepts introduced in Module 1's sessions and workshops.

#### Module 1: Interactive Training & Skill Development

##### Introduction and Career Awareness

- Exploring different academic disciplines and how they relate to real-world careers.

- Understanding how thinking styles differ across fields (e.g. analytical, creative, technical, strategic).
- Identifying personal strengths, interests, and preferred working styles.
- Reflecting on how skills developed during the course connect to future study and career pathways.

### **Professional Skills**

- Teamwork, team roles, and responsibilities
- Departments and organisational hierarchy
- The foundations of leadership
- Collaborative behaviour and constructive feedback
- Professional conduct and workplace expectations

### **Communication Skills**

- Introduction to interview skills and confident body language
- Professional vocabulary development
- Presentation skills
- Audience awareness exercises

## **Module 2: Industry Simulation Project**

Each week of the programme includes a structured, industry-inspired simulation project delivered in progressive stages. Each stage builds on prior learning and applies the skills introduced in Module 1.

- Students form small teams and assume defined professional roles within a simulated project modelled on real industry contexts.
- Teams analyse the project brief, including defined objectives, constraints, and the project's assessment criteria.
- Teams identify key considerations, and develop a structured plan to guide their work.
- They progress through staged phases of planning, discussion, implementation, feedback, and refinement.
- At the conclusion of the project cycle, teams deliver a presentation or pitch, followed by feedback from peers and the tutor.

### **Learning Outcomes**

By the end of the course, students will be able to:

- Describe key functions within a workplace, including roles, hierarchy, and collaborative responsibilities.
- Apply basic structured thinking when responding to a defined project brief with objectives and constraints.

- Demonstrate effective teamwork within a defined role, contributing responsibly to shared outcomes.
- Communicate ideas clearly in a professional context, both verbally and through structured presentation.
- Apply professional conduct expectations within a team-based project environment.
- Reflect on their own performance, identifying strengths and areas for improvement.