



# PASSPORT TO RETAIL

## UNIT 4: EMPLOYABILITY

### ELEMENT 3: EMPLOYMENT PROGRESSION

**EMPLOYABILITY****ELEMENT 3: EMPLOYMENT PROGRESSION****DURATION: 2 SESSIONS****YEAR GROUP: KS3/4 OR 5****STUDENTS WILL:**

- > Gain an insight into promotions, how they work and how to apply
- > Understand pay rises
- > Understand how the employment process works and what to expect
- > Develop life skills
- > Develop employability skills for future employment
- > Hold employee encounters virtual and face 2 face
- > Acquire and develop an appropriate vocabulary in written and spoken language
- > Listen to and understand spoken language and use spoken Standard English whenever and wherever appropriate.

**ADDITIONAL NEEDS:**

- > Class teachers to differentiate according to need

**SKILLS USED FROM SKILLS BUILDER:**

- > Listening
- > Speaking
- > Problem solving
- > Staying positive
- > Teamwork
- > Creativity

**KEY WORDS:**

- > Promotion
- > Employee
- > Work/job
- > Manager
- > Value
- > Time

**RESOURCES FOR ALL LESSONS:**

- > **UN4E301** - Steps to getting a promotion
- > **UN4E302** - Promotions activity



## SESSION 1/2:

## WHAT IS A PROMOTION AND HOW TO GAIN A PROMOTION



## ACTIVITIES TO SUPPORT LEARNING

1. See if the students understand the term promotion and its meaning?
2. See if it matched the definition:  
An employee promotion is a recognition for that person's contribution to your company. Employee promotions can come in many forms, but typically will involve some combination of: Higher salary. More senior job title. More and higher-level responsibilities.  
Watch the [short video of someone getting a promotion](#).
3. See if the students can list some skills and reasons to why you may be offered a promotion?
4. Use the flash card to see if anything on their list appears.
5. Ask the students to complete the activity

**TASK VARIATION:** Explain in your own terms what a promotion is, see if the student can be supported in the activity.

## LEARNING OUTCOMES

- To allow the students to dream big and hold aspirations of not only getting employment but to progress too.
- To give a brief insight to promotions
- To give a few helpful tips to gaining employment
- To challenge learning and see what has been understood from the element
- To see students' feelings about gaining a promotion
- Speaking
- Listening
- Writing
- Aspirational thinking

## DIFFERENTIATION &amp; RESOURCES

- **UN4E301** - Steps to getting a promotion
- **UN4E302** - Promotions activity