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Citation:

Moss, S (2018) An Introduction to Employability Skills. In: Businet Student conference 2018: Thinking Employment??. 25 November 2018 - 29 November 2018, Edinburgh.

Link to Leeds Beckett Repository record:

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Document Version:

Conference or Workshop Item (Presentation)

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# An Introduction to Employability Skills

*Teamwork, reflection...and getting out of your comfort zone...*

Stuart Moss – [s.moss@leedsbeckett.ac.uk](mailto:s.moss@leedsbeckett.ac.uk)

@stuartmoss



# Today

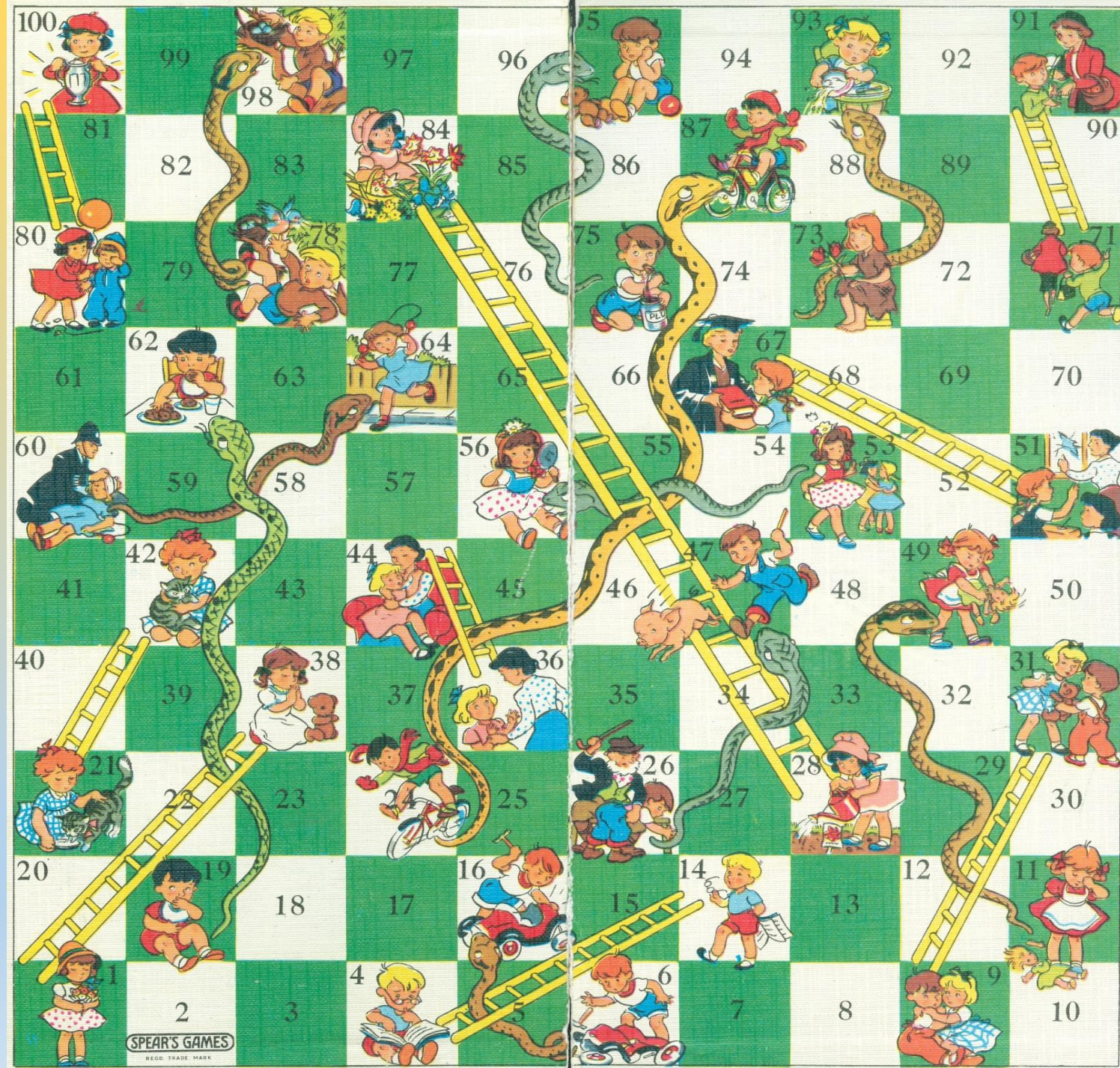
- Just a brief introduction to employability skills.
- Get you thinking and reflecting about the skills that you have, and the skills that you will need to use and / or develop at this conference.
- Introduce a group activity to you...



How can you help yourself get the most benefit out of this conference?

What are the snakes to avoid?

Discuss in your working groups for 2 minutes.





# Teamwork: Cross-cultural capability

- At this conference you are going to meet and be working with people of different genders, religions, ages, ethnicities and nationalities.
- Be aware of the impacts that your personal and professional actions might have on other people (and theirs on you) so that we can all make our way as professionally and ethically as we can.
- Different cultures behave differently – and ‘my’ way of doing it is no better or worse than the other way of doing it.

(Hind and Moss, 2011)



# Teamwork: The attitude

It is good to get along with people if we can.

It is good to *try* to get along with people if we can.

The onus is on *you* – and that means *everybody*.

# Effective Teamwork

- Communicate effectively, have you all introduced yourselves and spoken to each other?
  - Do you know everybody's name in your working group?
  - Do you have each other's phone numbers, emails, Facebooks?
- Nominate a team leader right now...this can change each day if you wish.
- Identify who has which roles and responsibilities within your team.
- As a team, set yourself clear goals for the conference.

# What nobody here wants to see...

*'There were four people named EVERYBODY, SOMEBODY, ANYBODY and NOBODY.*

*There was an important job to be done and EVERYBODY was asked to do it.*

*EVERYBODY was sure that SOMEBODY would do it.*

*ANYBODY could have done it, but NOBODY did it.*

*SOMEBODY got angry about that, because it was EVERYBODY'S job.*

*EVERYBODY thought ANYBODY could do it but NOBODY realised that EVERYBODY wouldn't do it.*

*It ended up that EVERYBODY blamed SOMEBODY when NOBODY did what ANYBODY could have done.....'*

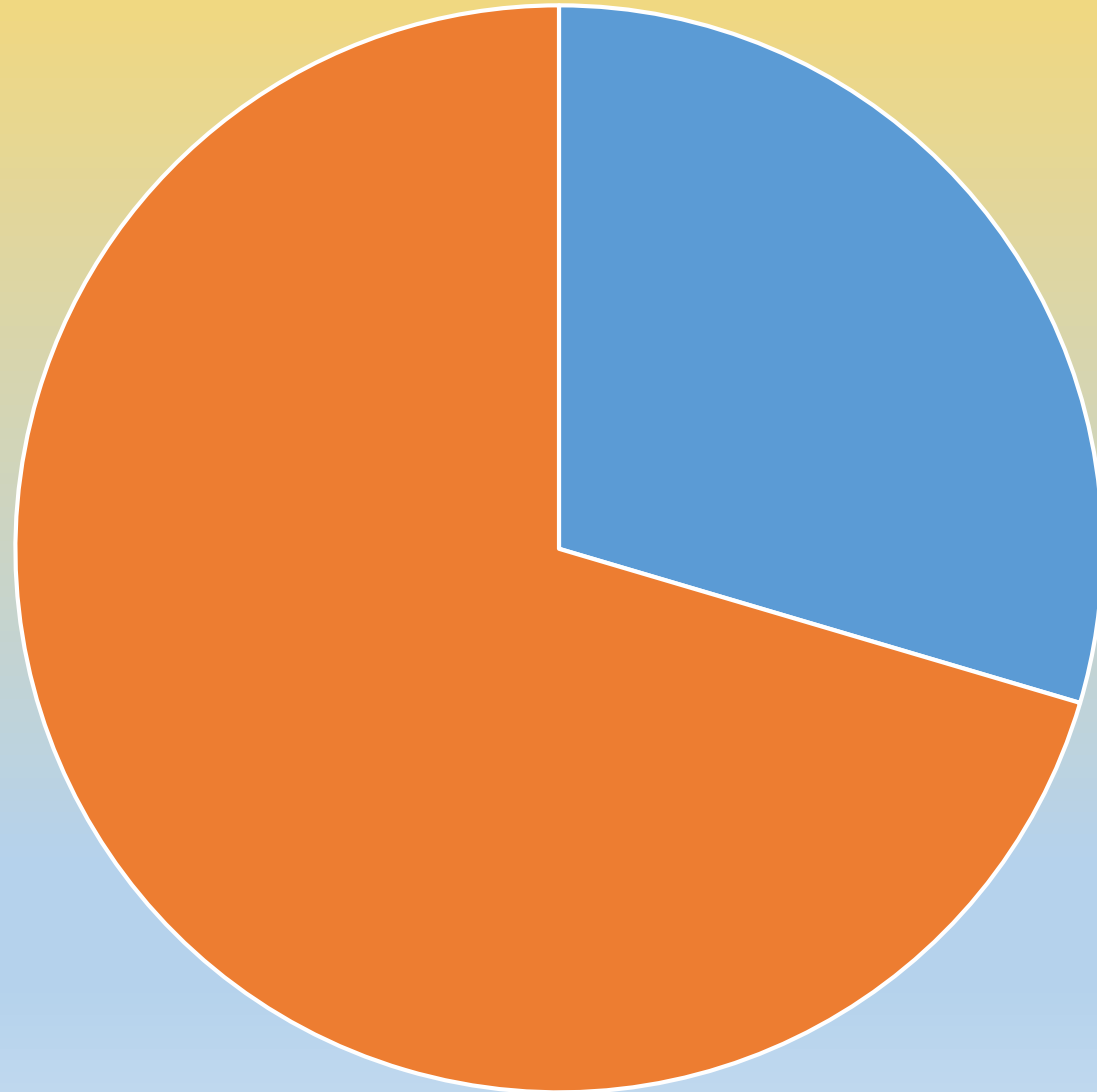
*(Denny, 1993, p.89)*



# So I asked you a series of questions...

- Have you attended a conference before?
- Have you ever visited Edinburgh before?
- What are you most looking forward to about this conference?
- Is there anything that worries you about this conference?
- What are your personal goals that attending this conference might help you achieve?
- What could you personally do to help you to minimise your worries about this conference, and maximise the chances of you successfully achieving your conference goals?

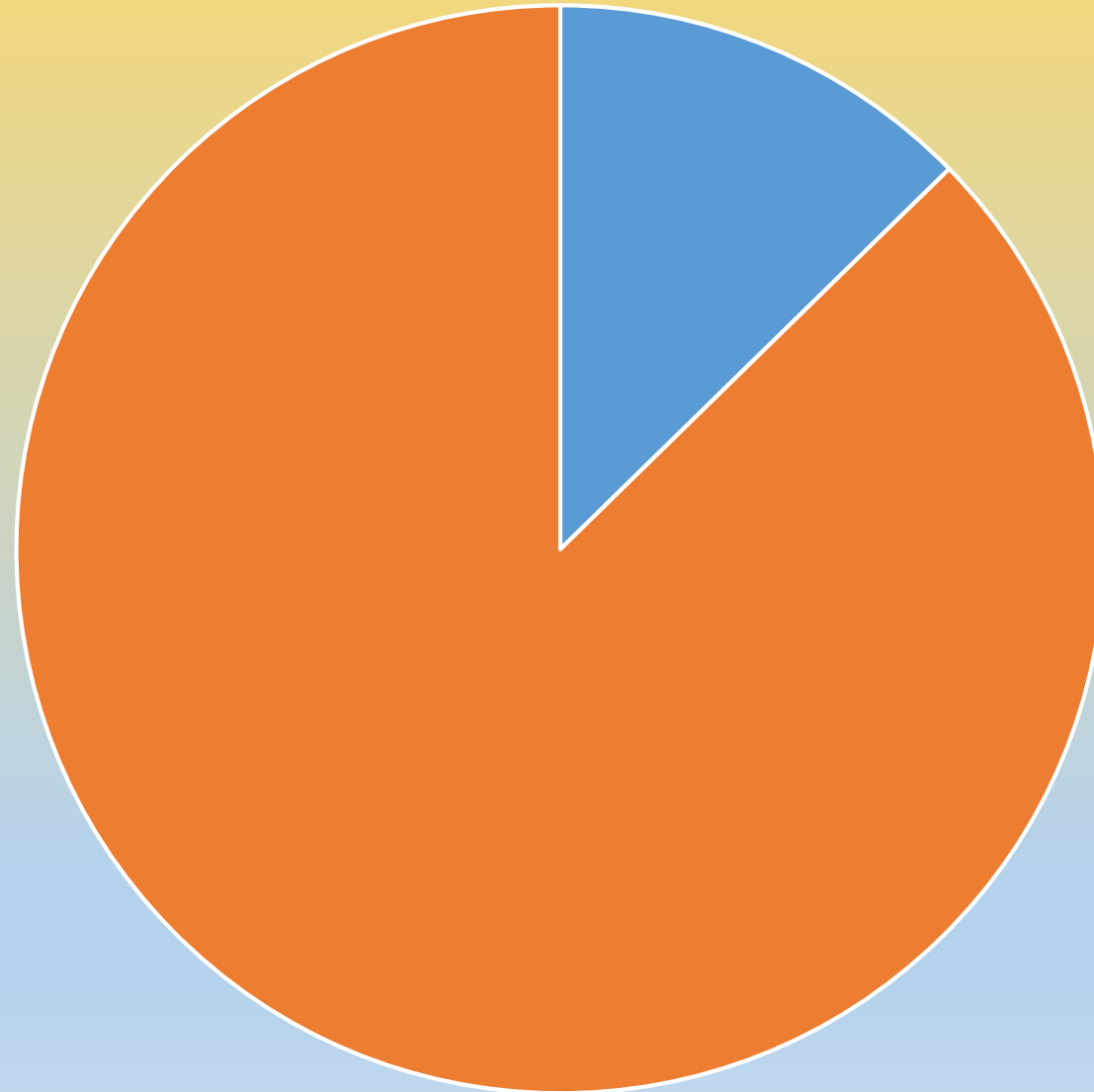
# Have you attended a conference before?



■ Have attended a conference before

■ Haven't attended a conference before

# Have you visited Edinburgh before?

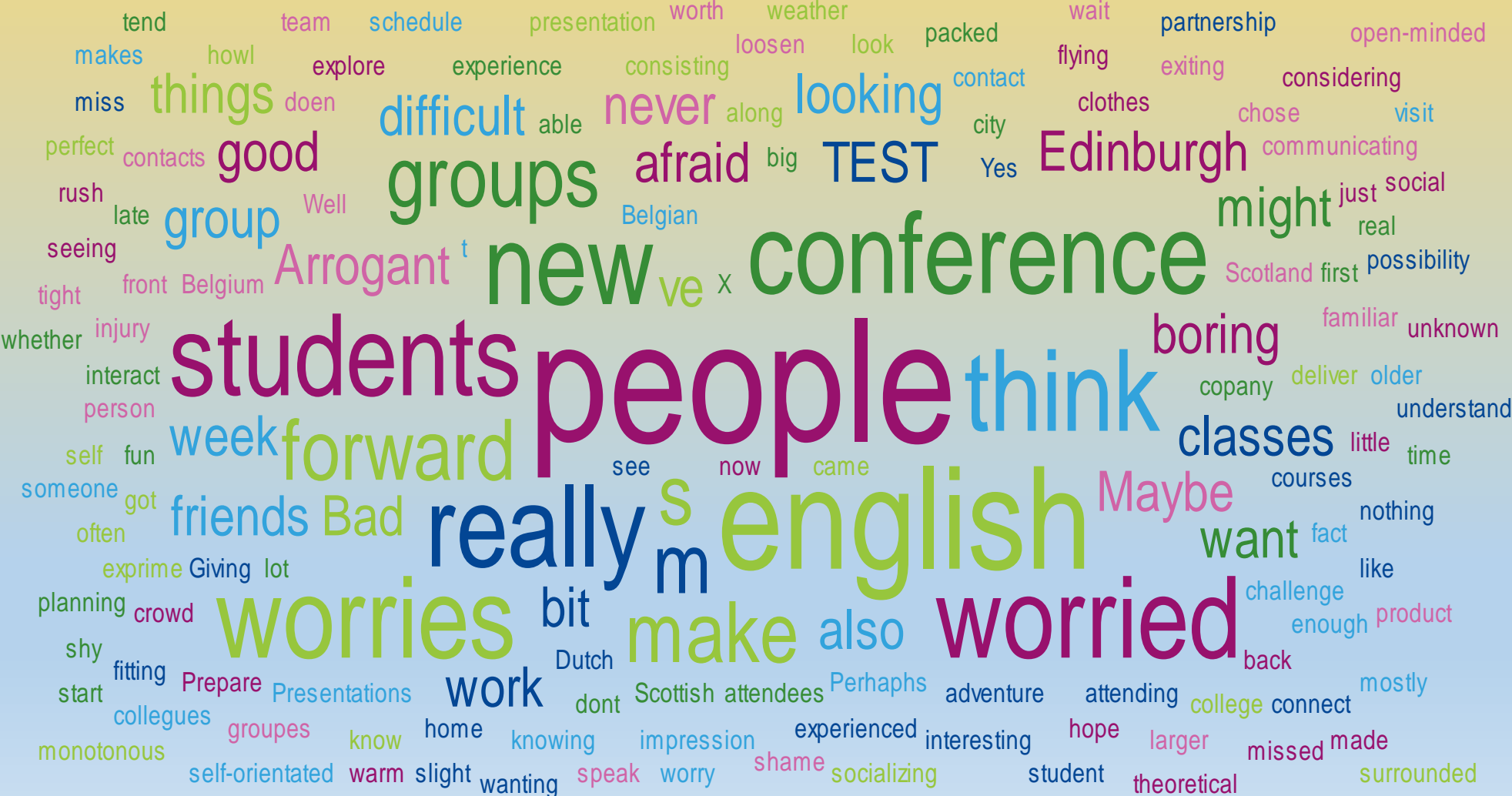


■ Yes ■ No

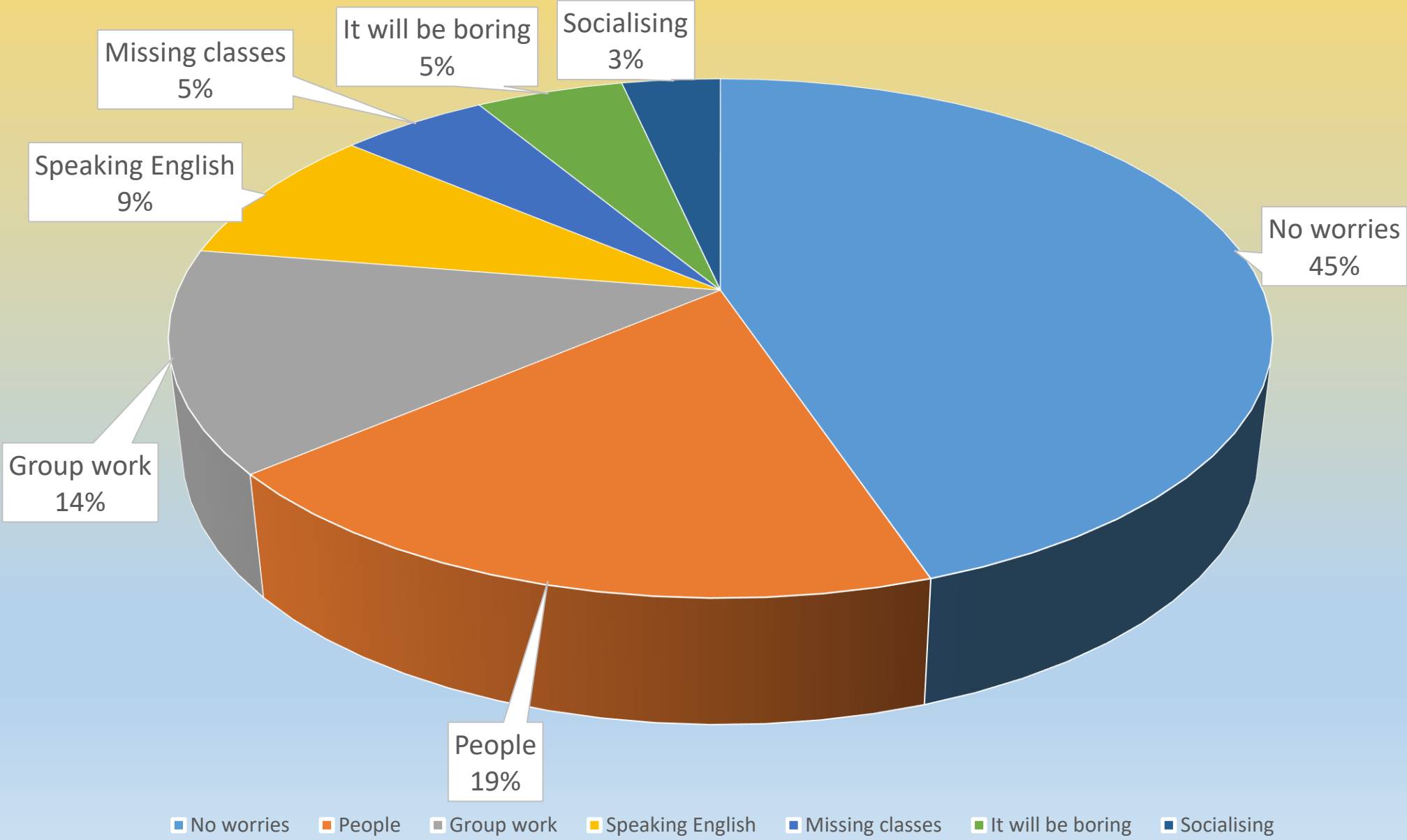




Is there anything that worries you about this conference?



# Is there anything that worries you about this conference?



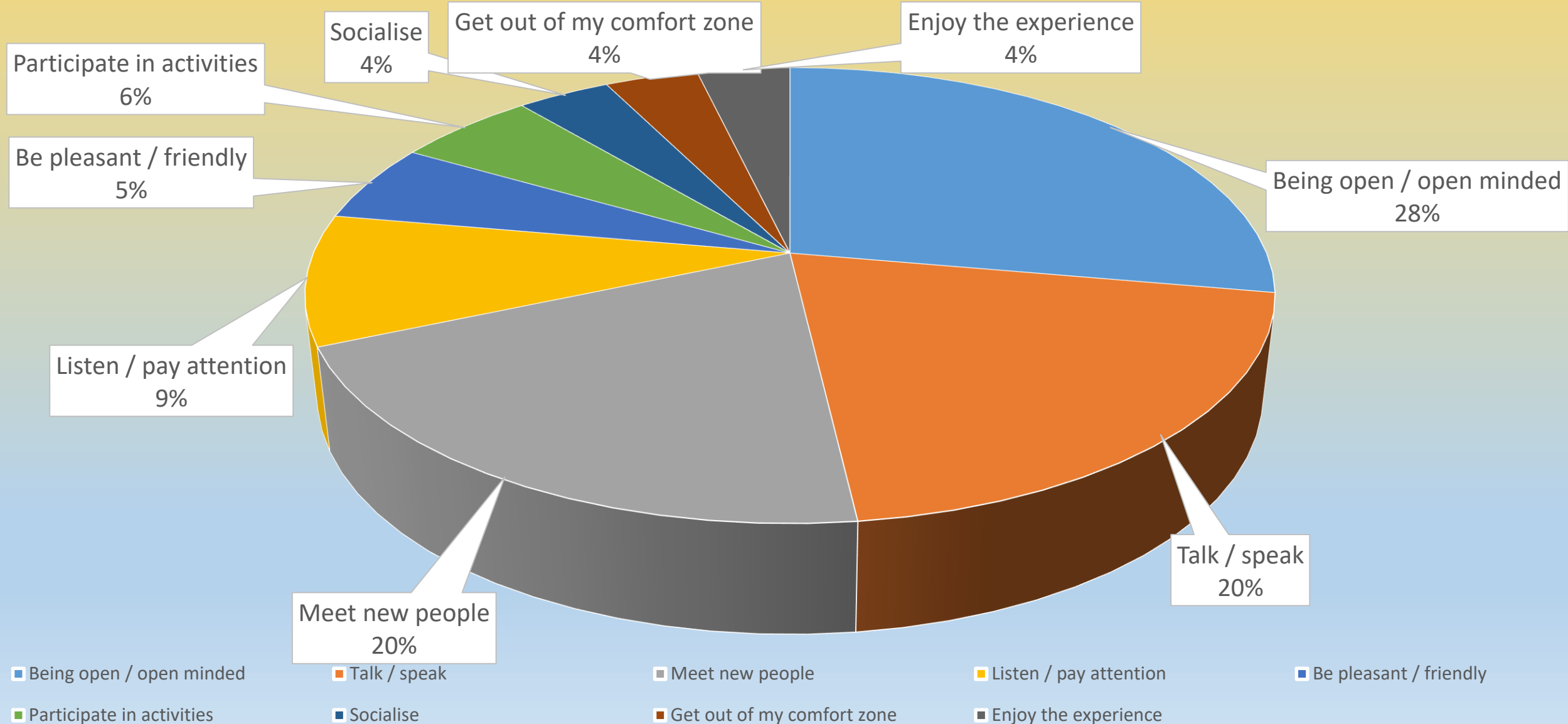


# What are your personal goals that attending this conference might help you achieve?





# What could you personally do to help you to minimise your worries about this conference, and maximise the chances of you successfully achieving your conference goals?





# Employability skills and attributes

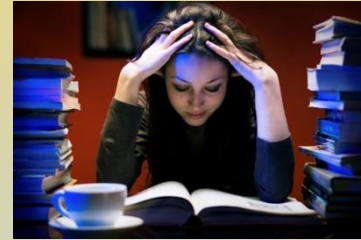
Ultimately skills and attributes that make you more employable



**Personal Skills**



**Interpersonal Skills**



**Study Skills**



**Entrepreneurship**



**Management**



**Career Management Skills**

*Consider how this conference can help you to both use and develop these skills.*

# Your WORKING GROUP Task

It's time to take you out of your comfort zone...



# The Ed-Factor

**YOUR GROUP TASK...**

# Your Task

- In your working groups, you will form a band or ensemble – give your band a name!
- Create a rhyme in English that may be a poem, song or rap (you decide which one).
  - The rhyme that you create will be about your experience of attending this conference.
  - You will perform this on Wednesday evening, and the best one will win a prize.
  - When performed by your group, this must be between 60 and 90 seconds long.
  - Everyone in your group must have a vocal part.



# The Rhyme

- The rhyme must contain the following words and terms:
  - Businet
  - Christmas
  - Conference
  - Edinburgh
  - Emotional Intelligence
  - Employability
  - Experiential Learning
  - Friends
  - Fun
  - Future
  - Haggis
  - Scotland



# Your Task

- This is intended to be a FUN task, that will get you working together and communicating with each other in a social way.
- It IS intended to take you out of your comfort zone, but please DO NOT STRESS about it!
- We want you all to engage with this.
- We are not judging you on your singing ability!
- Good luck!!

# The Grading Criteria

- 50% - Teamwork (evidence of commitment to the task, practice, rehearsal and everyone contributing to this)
- 30% - Entertainment value (a song / rhyme / poem that is fun, original, and performed with passion)
- 20% - The Ed-Factor (anything else that you can bring to your performance to make it stand out from the others...think theming, dance moves etc...)



# Any Questions?



You can also ask questions in the Facebook group, contact me directly on Facebook Messenger or using any of these details:

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