

Module Details	
Module Title:	Personal, Career and Professional Development
Module Code:	CLS5004-B
Academic Year:	2019-20
Credit Rating:	20
School:	School of Pharmacy and Medical Sciences
Subject Area:	Clinical Sciences
FHEQ Level:	FHEQ Level 5
Pre-requisites:	Integrated Medical Sciences 2016-17
Co-requisites:	

Contact Hours	
Type	Hours
Lectures	25
Practical classes and workshops	25
Tutorials	5
Directed Study	145

Availability	
Occurrence	Location / Period
BDA	University of Bradford / Academic Year (Sept - May)

Module Aims
To reflect, analyse and take responsibility for your progress and skills development for future employment or study. To develop further understanding of the nature of human diversity, to explore how attitudes, values and beliefs can affect equality of care and treatment and to learn to deal with sensitive issues. To introduce you to the key theories of career management and decision making and to relate these theories to your own career plans. To provide you with an understanding of employability and an opportunity to develop relevant career management skills, including opportunity research and self awareness. The focus is on the development of job seeking skills for roles in the health sector and other related career areas.

Outline Syllabus

Attitudes, beliefs and values: understanding yourself and others. Reflecting on own and professional attitudes towards human diversity. Dealing with emotional or sensitive issues.

Human diversity: equality management in the health service and wider society. Inequalities in health care.

Conceptual skills: setting priorities and dealing with problems. Making informed decisions, justifying your actions, understanding the implications of actions and decisions.

Lifelong learning: use of Personal Development Portfolio for professional development.

Career decisions: Theories of career management/planning including career decision making

Self awareness: including skills analysis (matching skills to occupational areas and job related competencies) and personal motivation and values The changing graduate labour market: the nature of opportunities for clinical sciences graduates Gaining experience and skills: placements, part-time and voluntary work

Research: using careers information to explore occupations/sourcing opportunities, employers

and courses of further study Job hunting techniques: how to search for opportunities using a

variety of resources Applying for opportunities: CVs, covering letters, application forms,

interviews and other selection methods Action Planning: SMART theory, turning career ideas into taking action.

Learning Outcomes

1	Apply the knowledge of human diversity to equality management in the health service and wider society.
2	Apply career management theory in the evaluation of opportunities and making applications.
3	Debate equality issues.
4	Make informed, reasoned decisions regarding healthcare provision.
5	Demonstrate opportunity research; decision-making; action planning.
6	Make effective applications for jobs.
7	Apply self-evaluation and reflection on your own personal and professional development and career planning.
8	Communicate with confidence, work effectively as part of a team.
9	Demonstrate social and cultural awareness with your peers, work experience and employment.

Learning, Teaching and Assessment Strategy

You will use an assessed portfolio to identify your personal learning needs and refine your reflective practice. Information on health inequalities is delivered via lectures, tutorials, seminars and workshops led by academic staff, external speakers and students. Issues will be further addressed in your self-directed learning and group work. You will explore concepts, principles and theories of career management through interactive weekly lectures including small group and individual activities led by tutors and employers/visiting speakers. Assessment of career

management skills includes research, evaluation of ideas and producing an action plan, with supporting information, and submission of a CV and elements of a competency based application form. Learning will be supported by electronic material in Blackboard.

Mode of Assessment				
Type	Method	Description	Length	Weighting
Summative	Examination - closed book	Written examination - End semester 1	1 hour	25%
Summative	Coursework	Competency based questions - Mid semester 2		20%
Summative	Coursework	Personal Development Portfolio - End Semester 2		35%
Summative	Coursework	Career Action Plan - Mid semester 2		20%

Reading List
To access the reading list for this module, please visit https://bradford.rl.talis.com/index.html .

Please note:

This module descriptor has been published in advance of the academic year to which it applies. Every effort has been made to ensure that the information is accurate at the time of publication, but minor changes may occur given the interval between publishing and commencement of teaching. Upon commencement of the module, students will receive a handbook with further detail about the module and any changes will be discussed and/or communicated at this point.