



Soft Skills for teaching techniques



"Of all the life skills available to us, communication is perhaps the most empowering." – Bret Morrison, actor

Course Summary

Soft skills are the personal attributes of each individual, as well as personality traits, social skills and communication skills.

Soft skills characterize how an individual interacts with peers within and outside the work environment. Different from the so-called hard skills, soft skills involve emotions and intuitions, both responsible for the ability to express and interpret the feelings of another person.

Teachers need to be highly skilled in all these areas to be excellent in their profession.

For a teacher, it is not just important to give a quality lecture; they also need to be able to transmit knowledge, skills and values at the same time. Soft skills for teachers are thus as important as their in-depth knowledge of the particular subject which they teach.

It is only through communication skills that a teacher can introduce creative and effective solutions to the students' problems.

Course Objectives

The course's main goal is to develop and acquire effective soft skills.

The course focuses on improving techniques and practical activities that teachers can use in a classroom context, whilst expanding their ideas so they can teach engaging and informative lessons. The course aims to assist teachers of all subjects and to clarify their roles in encouraging students to become confident users of their language, in reading, writing and talking.

Learning outcomes:

- Develop soft skills in order to overcome communication's barriers and to support their managing role
- Provide tools for a more effectively communication and motivating people of various personality types
- Understand group dynamics
- Enable the participants to understand learners and colleagues' needs
- Acquire knowledge and concrete tips related to delivering effective public speeches (how to structure and plan effectively a speech), communication skills and learning styles;
- Provide practical tools for identifying and changing unsupportive behaviors
- To identify and share good practices that can be implemented at local level
- Enhance communicative competence in English



PROGRAMME

Contents	
Day 1 Sunday	<p>Meet at hotel reception at 18:00</p> <ul style="list-style-type: none"> ✓ Welcome session and course overview and Hand-out of material ✓ Presentation of the participants and team; ✓ Team building; ✓ Dinner and Icebreaking.
Day 2 Monday	<p>Meet at 8:00</p> <ul style="list-style-type: none"> ✓ Teachers and students: a reflection on the importance of the relationship between learners and facilitators ✓ Levels of communication ✓ Verbal language ✓ Non-verbal or paralinguistic language ✓ Body language ✓ The silence ✓ Communication models ✓ Practical group work and exercises
Day 3 Tuesday	<p>Meet at 08:00</p> <ul style="list-style-type: none"> ✓ Soft Skills: Factors that facilitate communication ✓ Oral communication ✓ Interpersonal relationship ✓ Empathy ✓ The keys for effective communication: active listening ✓ Active listening tools. <ul style="list-style-type: none"> - Encouragement, Echoing, Probing, Paraphrasing, Reflective paraphrasing
Day 4 Wednesday	<p>Meet at 8:00</p> <ul style="list-style-type: none"> ✓ Communication and learning styles ✓ Barriers to communication ✓ Communication as an object of team dynamism ✓ New practices for communicating and building trust and self-esteem ✓ Understand communication and explore the mindsets of effectiveness ✓ Practical group work and exercises
Day 5 Thursday	<p>Meet at 8:00</p> <ul style="list-style-type: none"> ✓ Motivation, persuasion, negotiation and leadership ✓ Motivating oneself ✓ The art of persuasion ✓ From persuasion to negotiation ✓ Leadership and motivating others
Day 6 Friday	<p>Meet at 8:00</p> <ul style="list-style-type: none"> ✓ Essential and vocational skills: survival strategies ✓ Managing time ✓ Managing stress ✓ Resilience ✓ Work-life balance ✓ Applying soft-skills to classroom ✓ Work presentations ✓ Course roundup and review; ✓ Validation of learning outcomes; ✓ Certification.



Location

In Lisbon or Porto – Portugal

Course Duration and Costs

All costs of our courses can be supported with a grant under KA1 of the Erasmus+ programme.

Learning Together charges for a **6 days course 570 euros per participant (A+B)**

A - Course fee and Duration: for our 6 days course, the price fee is 420 euro for tuition and materials (6 day course x 70,00 Euros per day). This is covered with the course fee that you get with your KA1 grant: 70 euro per day.

B - Organizational Support: Payment of 150 EUR per participant (total amount).

Each educational organization also receives 350 Euros per participant for organizational support. Learning Together will only charge you 150 Euros for administration and organization costs (Local organization, pedagogic support activities, learning validation, certification and Europass Mobility validation). This fee also includes the social program below.

Social Program

- ✓ Lisbon
 - Cultural Heritage day: Guide visit to the city of Lisbon
 - Visit to Lisbon's most impressive and traditional elements
- ✓ Porto
 - Cultural Heritage day: Guide visit to the city of Porto
 - Visit to "Ribeira" and 6 Bridges River Cruise
 - Visit to Port Wine Cellars.

* - if interested in a 7 day course in Porto, please ask for prices.

To be paid by yourself from the KA1 grant

- Your grant covers travel costs. The amount is calculated based on the distance that you need to travel from your home place to the course.
- Your accommodation and meals will be assured through **Individual support**. The amount that you receive to cover the costs of your stay depends on the country that you choose. The range for Portugal is between 60-120 Euros per day and participant. This amount covers your stay at hotel and your meals. Learning Together don't book your stay at the hotel but we can give you tips and advice for your booking. Plenty of restaurants are available on the city for your daily meals. This option allows you to explore freely our city, hotels, restaurants and course travels.

Course Dates

In Lisbon – Portugal

- 14 June 2020 to 19 June 2020
- 6 Sept 2020 to 11 Sept 2020

In Porto – Portugal

- 08 Mar 2020 to 13 Mar 2020
- 21 June 2020 to 26 June 2020
- 29 Nov 2020 to 04 Dez 2020
- 07 Mar 2021 to 12 Mar 2021
- 20 June 2021 to 25 June 2021
- 28 Nov 2021 to 03 Dec 2021

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