



# SOFT SKILLS

## FOR TEACHING TECHNIQUES



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*Constantly learning,  
constantly evolving.*



**OID: E10201112**

Course's official page [here](#).

Advanced Institute for Skills Development



# COURSE DESCRIPTION

Soft skills are personal attributes, as well as personality traits, social skills and communication skills. They 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 intuition, 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's not just important to give a quality lecture; they also need to be able to transfer knowledge, skills and values at the same time. Soft skills for teachers are thus as important as their in-depth knowledge on a particular subject. It is only through soft 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.



# COURSE INFORMATION

## Learning Outcomes

- Develop soft skills in order to overcome communication barriers;
- Provide tools for a more effective communication and to motivate different personality types;
- Understand group dynamics;
- Enable the participants to understand learners and colleagues' needs;
- Acquire knowledge and 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;
- Identify and share good practices that can be implemented at a local level;
- Enhance communicative competence in English.

**Duration:** 1 week (6 days – Sunday to Friday – 9h00 to 14h00)

**Location:** Porto, Portugal    **Language:** English

**Certification:** Certificate of Attendance + description of the learning outcomes above; Europass validation

**Price:** 580€ (course fee + administration costs + social program)

(Our courses are eligible to be completely funded by the new Erasmus+ program 2021-2027 – KA1 funds and several other programs)

See more information (e.g. dates, included activities) [here](#).

# DAILY PROGRAM\*

Our courses also include a daily Coffee Break & Social Program (4 ACTIVITIES)

## DAY 1 / 18h30

- Welcome dinner, icebreaking
- Meet & greet, networking – participants and staff
- Week briefing & planning

## DAY 2 / 8h30-13h30

- 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

**\*15h00 - Guided Walking Tour**

## DAY 3 / 8h30-13h30

- Factors that facilitate communication
- Oral communication, Interpersonal relationship, Empathy, The keys for effective communication: active listening
- Active listening tools - Echoing,
- Encouragement, Probing, Paraphrasing, Reflective paraphrasing

**\*16h00 - Hop On Hop Off Bus 48h**

## DAY 4 / 8h30-13h30

- Communication & learning styles
- Communication barriers
- Communication in team dynamism
- New practices for communicating, building trust & self-esteem
- Understand communication & explore the mindsets of effectiveness
- Practical group work and exercises

**\*16h00 - Port Wine Cellar Visit & Tasting**

## DAY 5 / 8h30-13h30

- Motivation, persuasion, negotiation and leadership
- Motivating oneself
- The art of persuasion: from persuasion to negotiation
- Leadership and motivating others

**\*16h00 - 6 Bridges River Cruise**

## DAY 6 / 8h30-13h30

- Essential & vocational skills: survival strategies
- Managing time, stress, resilience
- Work-life balance
- Course roundup & review
- Learning outcomes' validation
- Certification Ceremony

\*This schedule/ program describes likely activities but may differ based on the trainer's discretion and objectives.





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Learning Together believes that well-trained teachers are more motivated & better able to successfully perform and achieve organizational goals! We believe that all organizations' core are its **people**, therefore we organise development courses for education professionals who want to enhance & acquire new competencies related to their work practice. That way, participants can better teach the people of tomorrow, **while absorbing new cultures and meeting people all around Europe!**

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start your journey with us!**



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