

SOFT SKILLS

FOR TEACHING TECHNIQUES



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OID: E10201112

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 of a particular subject.

It is only through soft skills that a teacher can introduce **creative** and **effective solutions** to their students' problems.

COURSE INFORMATION

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 to overcome communication barriers;
- Provide tools for more effective communication and to motivate different personality types;
- Understand group dynamics;
- Enable the participants to understand learners & 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 behaviours;
- Enhance communicative competence in English.
- Increase confidence in speaking publicly: articulate clear questions and ideas in class discussion;
- Transfer and share core values, experiences and effective teaching practices with other teachers and colleagues;
- Provide teachers with an insight into Porto and Portuguese culture and heritage.

DAILY PROGRAM*

Our courses also include a daily Coffee Break & Social Program Activities

DAY 1 / 18h30

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

DAY 2 / 8h30-13h30

- Introduction to soft skills and their importance in the teaching profession
- Exploring key soft skills for educators: communication, empathy, adaptability & teamwork
- Interactive activities and discussions on the significance of soft skills in fostering student success

DAY 3 / 8h30-13h30

- Enhancing verbal and non-verbal communication skills
- Active listening exercises and strategies for promoting student engagement
- Role-playing scenarios to practice effective communication in classroom settings
- Feedback sessions for improving communication proficiency

DAY 4 / 8h30-13h30

- Understanding the role of empathy in building strong teacher-student relationships
- Strategies for fostering empathy and understanding diverse student needs
- Developing adaptability skills to navigate various teaching challenges & changing educational environments
- Case studies and group discussions on applying empathy and adaptability in real-life teaching scenarios

DAY 5 / 8h30-13h30

- Importance of collaboration and teamwork among educators
- Building effective teamwork skills through collaborative activities and group projects
- Strategies for creating a supportive & collaborative classroom environment

DAY 6 / 8h30-13h30

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

OTHER DETAILS

Certification: Certificate of Attendance and description of learning outcomes; Europass validation

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

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