**Lesson 7 – Expectations & Work-Life Balance**

**Years: 10-12 Duration: 70 minutes**

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| Learning Objectives |
| By the end of this lesson, students will:   1. **Understand** key performance expectations employers have for employees and how   to be a productive worker.   1. **Learn** strategies to manage learning, work, and leisure for a balanced lifestyle. 2. **Recognise** the warning signs of employment scams and know how to protect   themselves from challenging work situations. |

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| Core Resources | Additional Resources |
| * Slide Deck * Ai Interactive 7 – [Click Here](https://chatgpt.com/g/g-6780d2cef49c8191865f6fe892c5e586-lesson-9-msq-career-education-short-course) * Industry Packs | * Manufacturing matters website |

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| Optional Homework |
| Choose a manufacturing career. Select five performance expectations appropriate for a role in that career. Define each expectation.  **Reflect:** Which of these expectations would you find easiest to meet?  **Goal:** You can use this skill when applying for any role in the future, to ensure you are ready. SLIDE 10 |

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| Content | Description | Resource | Time |
| 7.1 | **Employer Performance Expectations**  **Activity:** Start the lesson by asking students:   * What do you think employers expect from their employees? * How can you show that you are a productive employee?   **Key Points:**   * Punctuality and reliability * Work quality and accuracy * Initiative and problem-solving * Communication skills * Teamwork and collaboration * Commitment to safety * Willingness to learn   **Task:** In groups, select a manufacturing career and identify three key performance expectations for that role. Share finding with the class. | Slide Deck  SLIDE 2  SLIDE 3  SLIDE 4 | 20 mins |
| 7.2 | **Protecting Yourself at Work**  **Activity:** Have you heard of employment scams? What could be a challenging situation at work?  **Key Points:**   * Common types of scams: fake job offers, pay-for-training schemes, opportunities that require personal information or payment upfront * Challenges include harassment and discrimination, unsafe work environments, unfair treatment | Slide Deck  SLIDE 5 | 10 mins |
| 7.3 | **Managing Learning, Work & Leisure to Achieve Balance**  **Activity:** Discuss the why it is important to manage your time and assess the balance between learning, work and leisure.  **Key Points:**   * Time management: goal setting, prioritisation * Learning and skill development: lifelong learning and skill development * Leisure: maintain connection with hobbies and social activities * Mental health: find time for self, relaxation, sleep and exercise   **Task:** Create a weekly schedule that balances school, school work, part-time jobs, hobbies, sleep, leisure activities. Assess the strengths of the schedule, and where you could make a change to improve. | Slide Deck  SLIDE 6  SLIDE 7  SLIDE 8 | 20 mins |
| 7.4 | **Conclusion**  **Summary:** Reflect on the following:   * Goals and strategies for managing work-life balance * How do you currently deal with it? * How do you feel about meeting employer expectations?   **ChatBot:** Follow the links and prompts to utilise the AI ChatBot to consolidate and extend knowledge.  **Link:** [Lesson 7 ChatBot](https://chatgpt.com/g/g-6780d2cef49c8191865f6fe892c5e586-lesson-9-msq-career-education-short-course) | Slide Deck  SLIDE 9 | 5 mins |