

Name.....

Tutor Group.....



Positive Steps @16

Personal Statement

Positive Steps@16 Personal Statement

What kind of person are you? Tell the college how brilliant you are and why.

What have you done in school? Student receptionist, Commando Joe's, Boost sessions, Supporting Progression, Gold Standard Behaviour.....

Work experience – what did you do? Where was your placement? What did you learn?

What do you do outside of school? Hobbies, interests, sports clubs, family commitments.....

What are your plans for the future? Subjects you wish to study, careers that interest you.....Why?

The "5 MINUTE PERSONALITY TEST"

In each line, put the number "4" next to the word that best describes you in that line; a "3" next to the word that describes you next best; a "2" to the next best word, and a "1" by the word that least describes you. On each horizontal line of words, you will then have one "4", one "3", one "2", and one "1".

For example: One choice for the first line of words would be as follows:

3 Likes Authority 4 Enthusiastic 2 Sensitive Feelings 1 Likes Instructions

L	O	G	B
1. ___ Likes Authority	___ Enthusiastic	___ Sensitive Feelings	___ Likes Instructions
2. ___ Takes Charge	___ Takes Risks	___ Loyal	___ Accurate
3. ___ Determined	___ Visionary	___ Calm, Even Keel	___ Consistent
4. ___ Enterprising	___ Very Verbal	___ Enjoys Routine	___ Predictable
5. ___ Competitive	___ Promoter	___ Dislikes Change	___ Practical
6. ___ Problem Solver	___ Enjoys Popularity	___ Gives In To Others	___ Factual
7. ___ Productive	___ Fun-Loving	___ Avoids Conflict	___ Conscientious
8. ___ Bold	___ Likes Variety	___ Sympathetic	___ Perfectionist
9. ___ Decision Maker	___ Spontaneous	___ Nurturing	___ Detail-Oriented
10. ___ Persistent	___ Inspirational	___ Peacemaker	___ Logical
___ TOTAL "L"	___ TOTAL "O"	___ TOTAL "G"	___ TOTAL "B"

Total up the numbers for each vertical column (L, O, G, B).

L = Lions
Lions are leaders.



Natural Strengths

- Decisive
- Goal-oriented
- Achievement driven
- Gets results
- Independent
- Risk-taker
- Takes charge
- Takes initiative
- Self-starter
- Persistent
- Efficient
- Competitive
- Enjoys challenges, variety and change
- Driven to complete projects quickly and effectively.

Natural Weaknesses

- Impatient
- Blunt
- Poor listener
- Impulsive
- Demanding
- May view projects more important than people
- Can be insensitive to the feelings of others
- May “run over” others who are slower to act or speak
- Fears inactivity, relaxation
- Quickly bored by routine or mechanics

O = Otters
Otters are excitable, fun seeking, cheerleader types who love to talk!



Natural Strengths Natural Weaknesses

- | | |
|---|---|
| <ul style="list-style-type: none"> • Enthusiastic • Optimistic • Good Communicator • Emotional and Passionate • Motivational and Inspirational • Outgoing • Personal • Dramatic • Fun-loving | <ul style="list-style-type: none"> • Unrealistic • Not detail-oriented • Disorganized • Impulsive • Listens to <i>feelings</i> above <i>logic</i> • Reactive • Can be too talkative • Excitable |
|---|---|

G = Golden Retrievers
One word describes these people: LOYAL



Natural Strengths

- Patient
- Easy-going
- Team player
- Stable
- Empathetic
- Sensitive to feelings of others
- Puts people above projects
- Dependable
- Reliable
- Tremendously loyal
- Agreeable
- Supportive

Natural Weaknesses

- Indecisive
- Over-accommodating
- May sacrifice results for the sake of harmony
- Slow to initiate
- Fears change
- Avoids confrontation even when needed
- Tends to hold grudges and remember hurts

B = Beavers
 Beavers have a strong need to do things right and *by the book*.



Natural Strengths

- Accurate
- Analytical
- Detail-oriented
- Thoroughness
- Industrious
- Orderly
- Methodical and exhaustive
- High standards
- Intuitive
- Controlled

Natural Weaknesses

- Too hard on self
- Too critical of others
- Perfectionist
- Overly cautious
- Won't make decisions without “all” the facts
- Too picky
- Overly sensitive

SKILLS

Look at the following “buzz words” of key skills which people often use on CV’s. Write down the key skills you have used in responsible situations such as at school, work experience, volunteering, home life or playing sport.

Problem Solving

Communication Skills

Organisation

Team Working

Customer care

Telephone skills

Caring skills

Ability to learn quickly

IT skills

Ability to remain calm

Using on own initiative

Time Management

Willing to learn/train

Physically fit

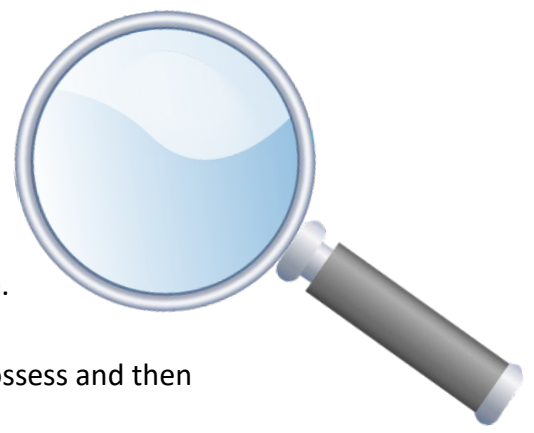
Handling money

Listening skills

Following instructions

High standard of literacy

Evidencing your Skills



It is important to be able to “prove” that you understand and can provide examples of the skills and attributes that you claim to have.

In the table below make a list of the personal qualities and skills you possess and then write down when you have used this skill or been that kind of person.

Skill/personal quality:	Evidence:



What have you done in school? Student receptionist, Commando Joe's, Boost sessions, Supporting Progression, Gold Standard Behaviour

Apart from my studies, in school I have taken part in

.....

.....

.....

.....

.....

.....

.....

This has helped me to develop my (skills & qualities)

.....

.....

.....

I am particularly proud of (my 100% attendance / Gold star behaviour / Sporting achievement / Duke Of Edinburgh)

.....

.....

.....

.....

What do you do outside of school? (Hobbies, interests, sports clubs, family commitments.....)

Outside of school, I take part in

.....

.....

.....

.....

.....

This has helped me to develop my (skills & qualities)

.....

.....

.....

The course I have chosen is and has been chosen because (passion for science, interest in animals, future employment in computer science, creative flair)

.....
.....
.....
.....

I think this type of study suits me because (independent learner, practical learner, enjoy course work assessment, cope well with final year exams, would like the opportunity for work experience, etc.)

.....
.....
.....

After I leave College, I would like to study (at University or go onto Apprenticeships?)

.....
.....
.....
.....

This/these interest/s me because (reason)

.....
.....
.....
.....

In the long term I would like to go on to follow a career in (car mechanics, medicine etc.)

.....
.....
.....

Or....I am not exactly sure which career I wish to enter but more generally I am interested in the fields of (science based careers, computer related careers, business related careers, art and design careers, healthcare, social work careers, etc)

.....
.....
.....

Or....I am unsure at the moment what career I would like to pursue in the future, but I am someone who wants to select courses on the basis of subjects that will motivate and interest me.

