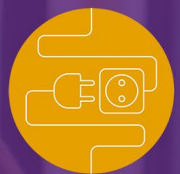




Royal Bank
of Scotland

CareerSense



Find Your Potential



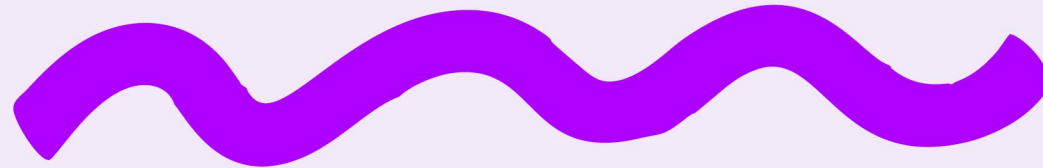


Aim

To increase your confidence and **self-awareness** around your own skills to better prepare you for your future

Why is this **important?**

25% of the skills needed
today didn't exist in 2015!



Learning Outcomes

In this session, you will...

- * understand the uses of the Find Your Potential online tool
- * explore personal strengths and what you enjoy
- * link skills to jobs you might like
- * find out where to seek further information

Introducing the tool



If you have already completed this, please move onto next slide.

Trying the tool

Click here or scan
the QR code to access
the tool



Finished?



If you have finished all the questions, click on the icon to download your report

or

complete later/at home and share with teacher

Extension Task

Answer the questions from the Student Handout

Don't have a report?

Use the Student Handout link to view an example report or use the slides at the end of this presentation.



Every day life



Think of all the ways you demonstrate one of these skills in your daily life:

- **Creative thinking and innovation**
 - Learning and adapting
 - Problem solving
 - Working together
 - Relationship building
 - Technical skills
 - Essential skills
- Find more information about skills and capabilities in this video:
[Click here to watch.](#)



Diversity

Why are people with different skills important in the world of work?



What are your best skills?

Anyone want to share?

My Skills (optional)

Create one of the following to highlight all the things you are good at:

- * Video | Script one minute of realistic conversation between friends or to share with an employer.
- * Elevator pitch | Condense your thoughts into 15 seconds! Write, edit, time yourself and then rehearse.
- * Poster | Draw a stick person and annotate with information. Use different colours to indicate the strengths you use most regularly.
- * Presentation | Use PowerPoint to create two slides outlining each strength.

Remember to use your reports to help you!

Summary

One thing you have learnt about yourself and how you can apply this in the future.

One thing you would like to develop and how you plan to achieve this goal.

**Share with
the person
next to you:**



Learning Outcomes

In this session, hopefully you have...

- * understood the uses of the Find Your Potential online tool
- * explored personal strengths and what you enjoy
- * linked your skills to jobs you might like
- * found out where to seek further information



CareerSense

Find Your Potential

Example report

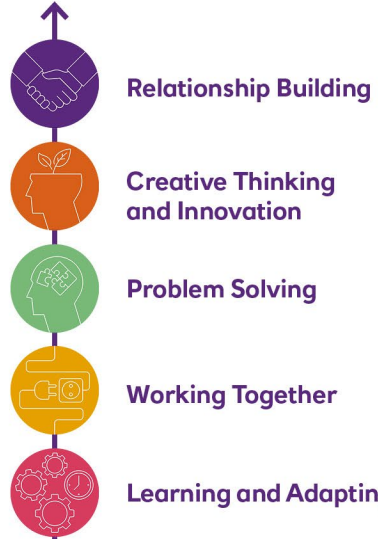


Capabilities

Example Report: Strengths and development areas

You rated your skills

Highest



You rated your interests

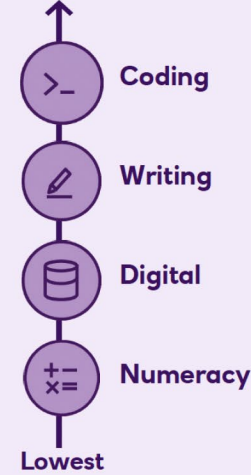
Highest



Technical Skills

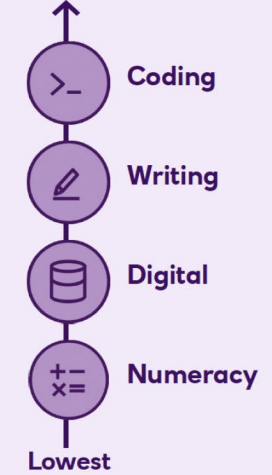
You rated your skills

Highest



You rated your interests

Highest



Different technical skills are needed for different jobs.

Essential Skills

You rated your skills

Highest



Essential skills are about being 'work ready' - these are some of the things that will help you succeed in any job.

Values

You said these values were most important to you

Values are things that are important to us. What's important to you can influence the types of organisation you'd like to work for, or how you'd like to work.



Sustainability



Compliance



Independence



Success

Creative thinking and innovation

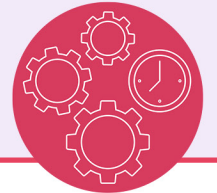


Creative thinking and innovation involves thinking about new ideas and how things can be improved. It's about learning from experience and wanting things to be the best they can be. Exploring and making the most out of digital tools and technology is also important.

In this area, you said that you had a strength at thinking creatively, by coming up with a variety of ideas and thinking about things from different perspectives.

Creative and innovative thinking leads to finding new ways of doing things, developing better processes or creating new products. Creativity also often sparks conversations and new ways of working with others. Without innovation, businesses would stand still.

Learning and adapting



Learning and adapting is about being open to change while being curious and keen to learn new things. It's also about looking after your own well-being and considering others'.

In this area, you said that you had a strength at adapting to situations that might be uncertain or challenging.

Businesses often need to adapt to changing or uncertain situations, for example, in response to shifts in the economy or competitor behaviour. Having skills in this area will help you to remain composed and respond appropriately when faced with these sorts of situations.

Problem Solving

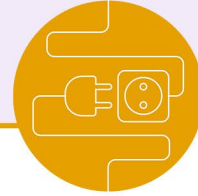


Problem solving is about using information to make decisions and solve problems, while considering how different pieces of information might connect. It's also about having great attention to detail.

In this area, you said that you had a strength at working with care and attention to ensure high standards in your work.

Making sure the work you produce is accurate and of a high quality is a great skill to have in the workplace. This means that others, whether that's a team member or a customer, can focus on the content of what you've done, rather than being distracted by any issues with the detail!

Working Together



Working together means working well with others and valuing their views. It's about listening and communicating effectively and acting on feedback from other people.

In this area, you said that you had a strength at giving feedback to others in your team to support their development.

Feedback is a really important part of helping everyone improve and develop. It can help people to think differently about they approach their work, and can help them see the impact they have on those around them. It can also help build strong relationships and help resolve conflict.

Relationship building



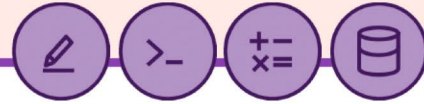
Relationship building means creating connections with others through warmth and empathy, and being open, honest, taking responsibility for your actions.

In this area, you said that you had a strength at doing the right thing and delivering on what you've said you'll do.

Taking responsibility for your actions and being honest and truthful are important for any job. This will help build trust with others and means that they know that they can rely on you.

You said that you need to work on taking the time to get to know other people and build trusting relationships.

Technical Skills



The technical skills we asked you about included numeracy, writing, digital and coding skills. Different technical skills are needed for different jobs.

In this area, you said that your coding and programming skills are one of your strengths.

Being able to do simple coding or programming is becoming increasingly important. Code powers our digital world and as technology continues to evolve, these skills will become even more in demand. Even if it's not the main focus of your job, an understanding of the basics can broaden your opportunities and mean you're able to work more effectively with other teams.

You said that your numeracy skills are something you need to work on. To develop your skills in this area, think about whether there is a specific area of your numerical skills that you'd like to work on. Discuss this with someone you trust, and think about opportunities for how you can develop these skills.

Essential Skills



The essential skills we asked you about included your organisation skills, your ability to work independently and use your initiative, and your self-awareness. These are things that are important for any job.

In this area, you said that you had a strength at working in an organised way, by managing your time and prioritising your tasks.

Being able to work in a planned way helps others see that you're reliable and can mean you make a good impression. These are both important for building strong relationships with work colleagues.

You said that you need to work on setting your own goals and monitor your progress against them. To develop your skills in this area, set some goals for yourself for the next week or month, with specific milestones to track your progress - think about what you want to achieve, by when. Reflect on how helpful this was and if it helped you stay on track.

Values

Our values are the things that are important to us, and may be related to our motivations, attitudes and beliefs.

As well as our values being important to who we are as a person, values can also influence the types of organisation you might like to work for in the future. If your values 'fit' with the values of the organisation, it may mean that you're happier there, and more likely to want to do your best and fulfil your potential.



Sustainability

You said that for you, it's important that we all do what we can to understand and protect our environment, and the world we live in.

This could align with working in an organisation that actively considers the impact it has on the environment, and prioritises sustainability. Research the extent to which sustainability features in an organisation's business objectives.

Look at how they aim to have a positive impact, whether that's through reducing waste, preventing pollution or adopting clean energy. This will give you an idea of how your values may align.



Compliance

You said that for you, it's important to avoid doing anything others would say is wrong by behaving properly and following the rules.

This could align with working in an organisation that centres around procedures and processes. This helps you be more certain what the right thing to do in a situation is. Organisations or professions which are more regulated are more likely to meet this need. Do some research into what you think might suit you.



Independence

You said that for you, it's important to be able to make your own decisions about what you do.

This could align with working for yourself, whether this is through freelancing, or setting up your own business. Take a look at small independent businesses on the internet and read the blogs of those who've started out by themselves. This will give you an idea of the benefits and challenges of this.



Success

You said that for you, it's important to be successful, and that others recognise your achievements.

Different people define success in different ways; it'll be helpful for you to reflect on what it is that you define as success. Think about how you can achieve that, through how and where you work. Try setting some goals for the longer term, and thinking about how you can start working towards those.



Solutions Architect

It's my job to design and manage engineering and technology solutions to address specific business problems. There's never one right answer so trying out all the different options means that no project is the same.

Meet Rebecca



Cyber Security Specialist

I detect and prevent security threats to our computer systems. Cyber security is constantly evolving as cyber criminals find new ways to attack and I need to investigate and understand how and why this happens.

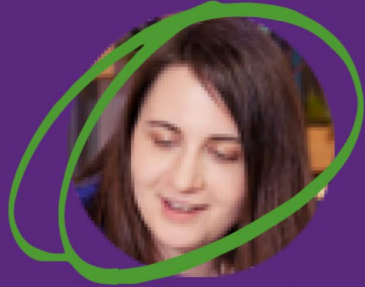
Meet Bethanie



Project Coordinator

I oversee projects to make sure they're completed to a high standard, within time and on budget. I could be working on multiple projects with different teams at any one time, so no two days are the same.

Meet Samuel



Rebecca

Solutions Architect
Online Retailer

It's my job to design and manage engineering and technology solutions to address specific business problems. But it's our customers that are the end user so we always design with them in mind. I'm responsible for the overall technical vision of the solution and I'm here to help bridge the gap between the business problem and the technology solution. Although I work a lot with technology, it's not all technical skills. A large part of my job is listening to my technical colleagues to make sure we choose the right solution out of all the possible ones out there, and challenging the status quo when needed. I also need to really understand the business' processes to make sure the end solution works for them.

What has helped me get here?

I first worked as a junior software developer - this got me into the application of technology and I learned all about the tools that can help us do our jobs. Over the years I've continued to build my knowledge and expertise in this area.

Outside of work, I play football for my local club. The team working skills I've gained have really helped me in this role, given I have to work across so many different teams.

What's next for me?

I definitely want to keep working with technology, but I think I'd like to try going freelance. It would be scary not having a permanent job, but it would also be really exciting and I'd get loads of variety!

What does the future hold for this job?

As technology evolves, the job will need to continually adapt to keep up with the pace of change.

This is likely to present opportunities. For example, some roles will be focussed specifically around Artificial Intelligence (AI); designing and building AI services and products. These will aim to accelerate the adoption of AI within businesses.

There may also be a shift in focus around specific tasks. There'll still be a need to design and plan for the delivery of the solution, but there may be more opportunities to get involved with the delivery and execution of the solution too.



Bethanie

Cyber Security Specialist
High Street Bank

What has helped me get here?

My first job was a security analyst trainee in the Civil Service, helping to understand the risks to the computer network. The analytical and problem solving skills I learnt there, help me in the job I'm in now..

In my spare time I take part in volunteer projects for our local community. This really helped me develop my confidence in how I communicate.

What's next for me?

I'd really like to see my job from the other side, and work as an Ethical Hacker. This involves performing hacking in a professional way, helping businesses understand where the weaknesses lie within their networks. I think it'll really help me to better understand and anticipate future threats.

It's my job to detect and prevent security threats to our computer systems and stopping hackers stealing information from us. This includes conducting testing so we can anticipate and stop prevent any future security risks. If our systems are hacked, I need to investigate and understand how and why this happened. This means we can learn from it, and make sure it doesn't happen again. It's also my job to educate the business on how important cyber security is. The language I use in my role can be quite technical, so I need to make sure I communicate in a way that everyone can understand.

What does the future hold for this job?

Cyber security is fast becoming one of the most important roles in the technology sector, as cyber criminals and hackers become ever more advanced and daring, and things like cyber warfare become more common. The number of these roles has increased hugely in the last 10 years, and is expected to continue to grow.

In addition, the prevention and protection from cyber attacks will become more and more important – this is called Security Architecture.

There's a low risk of this job being automated in future. Artificial Intelligence and Machine Learning will become important technologies within cyber defence, but experts will still be needed to make the best use of these advanced and developing technologies.



Samuel

Project Coordinator
Engineering Company

It's my job to oversee projects to make sure they're completed to a high standard, within time and on budget. I create and monitor project plans, using spreadsheets to track progress and make sure everything's being done, that needs to be done. I could be working on multiple projects with different teams at any one time, so no two days are the same. This means I need to plan my time to make sure I don't miss anything, and work with real care and attention. A lot of people rely on me to make sure their product or service is delivered on time.

What has helped me get here?

Before this job I used to work as an apprentice in an engineering company which helped me to get to know the industry.

Outside of work, I'm the captain at my local hockey club. The communication and teamworking skills I have developed through this have been really helpful for this job.

What's next for me?

I'd like to work in a job that would allow me to coach and manage employees working on projects - providing lots of encouragement and feedback to help them develop and improve, while also making sure projects are completed to a high quality. These types of jobs are called Agile Scrum Masters. I'd also like to work in a different industry sector such as Finance. I think this would be a new challenge for me but exciting to use my existing skills somewhere different.

What does the future hold for this job?

Project management has always been critical in helping businesses respond and manage fast paced changes within an industry. However, now more than ever we are on the brink of a major shift in how we work.

As teams become less dictated by location, and more by skill – how people are brought together to work on projects and how these projects are successfully managed will become key to their success.

Projects will also become more complex and interconnected. Project coordinators will therefore need to work with a broader range of stakeholders, increasing the requirement for skills such as communication, empathy and influencing.

Whilst we don't know how Artificial Intelligence (AI) will impact project management, we know that it will. It's likely that project coordinators' core focus will shift from the more administrative aspects of the role, to understanding how to leverage this technology to deliver more value for customers.