Learning, Improving and Achieving Skills

What are Learning, Improving and Achieving Skills?
- Identify areas for learning and development
- Evaluate and monitor own performance
- Work to high personal standards
- Work honestly, with integrity, ethically, in a fair and balanced way; maintaining confidentiality
- Adhere to formal standards and procedures
- Demonstrate dependability and reliability
- Know own strengths, limitations and values
- Demonstrate a high level of dedication, a strong work ethic
- Work with little or no supervision, self-motivation
- Invest time and effort into acquiring new skills
- Understand preferred learning style

How can I develop my Learning, Improving and Achieving skills?
- Become a Peer Mentor
- Completing the Leicester Award
- Learning a new skill and gaining awards where possible – as part of a society, club or independently
- Regularly reflect on your achievements and keep a note of them for your CV

How might I have developed this skill during my studies at University of Leicester?
- Skill development opportunities in a module or activity
- Adhering to coursework standards and deadlines
- Meeting personal tutor regularly to receive coaching around goals and development needs
- Feedback and coaching around different aspects of group working from team members or more senior students (e.g. Planning approach, problem solving approach, team working)

Example:
How might you demonstrate Learning, Improving and Achieving Skills in your CV? You can use the list above where appropriate but remember to evidence how you gained or developed the skills. For example:

- Whilst working full time for Jaguar Land Rover I also studied a master’s degree part time, which I successfully completed after two years. Studying in this way suited my learning style as I work well with little supervision, and I was able to complete the degree as I am highly self-motivated and have a strong work ethic.