



## MAGHULL HIGH SCHOOL – CURRICULUM MAP

Unit: 8	Learning aim A	Learning aim A	Learning aim A	Learning aim A	Learning aim A
LESSON TOPIC QUESTION(S)	A1: Why do businesses recruit staff?	A1: What are the internal and external ways to recruit?	A2: What are the documents an employer would use to recruit?	A2: What are the documents a potential employee would fill in when applying for a job?	A2: What selection methods does a business use?
Knowledge & Skills development	Workforce planning: in a large 250+ staff business, e.g. retail, a production company or financial business, look at the reasons for recruiting new staff. Growth of the business: locally, nationally, globally. Recruitment process – the purpose of the documents for internal and external recruitment. Selection, including assessment centres and psychometric testing, group/team activity interviews (by telephone, face-to-face, group and panel), presentations in interviews, short tests at interviews.				
Assessment / Feedback Opportunities	Formative Assessment Classroom activity - Class Discussion - Questioning pupils – verbal feedback – exam questions – end of section assessments			Summative assessment Coursework	
Key Vocabulary	Use of jobcentres and agencies, internal advertisements versus external advertisements, online recruitment and traditional methods. job analysis, job advertisement, job description, person specification, CV and application forms.				
Literacy/Reading opportunities	The Secrets of Great Recruitment: How to Recruit Great Employeesby <a href="#">Newman Geoff</a>				
Cross Curricular Themes	Digital research methods Use of range of software English				

<b>Personal Development (Including British Values, RSE, Citizenship)</b>	How can learners make ambitious and informed decisions about their future Developing honesty, kindness & tolerance
<b>Career Opportunities</b>	Human resources – Trainers – Managers – Business consultants -