

Psychology & Education Pathway

Postgraduate Certificate in Personal and Professional Development

University of East London

Text-based distance learning

Qualification

On successful completion of the programme you will be awarded a Postgraduate Certificate in Personal and Professional Development.

Awarding Body

University of East London

Course Description

The Postgraduate Certificate in Personal and Professional Development can enhance career development in a wide range of fields but has particular relevance to those working in human resources, coaching and mentoring, training, voluntary sector, social enterprise, retail and management. It aims to help you to develop yourself in your professional and personal life. It will increase your self-awareness and reflective abilities and provide you with the opportunity to apply theoretical concepts to your own situations. You will be encouraged to identify your personal beliefs and values and understand their influence on your life choices and / or behaviour

Mode

Text-based distance learning.

Course Content (Modules)

Comprises two modules which can be studied in any order:

1. Personal Development

This module will develop your knowledge of theories and interventions in different areas of personal development. It will increase your self-awareness, autonomous thinking and reflective abilities. It will develop your knowledge of interventions that can enhance quality of life and well-being, as well as giving you a greater sense of control. Main topics of study include:

- Developmental theories and models
- Developing self (self-awareness, self acceptance, self-esteem and self-respect, personal change, strengths)
- Feelings and emotions
- Thinking skills (practical reasoning, creativity beliefs, problem-solving, resilience)
- Being in the world (confidence, hope, optimism, mindfulness, time perspectives)
- Doing (meaning, motivation, self-regulation, goal setting and commitment, coping with stress)
- Relationships (nurturing social relationships, individuality and belonging, communication skills, conflict resolution, theories of love)
- The science of well-being (introduction to positive psychology)
- Research finding and well-being (subjective well-being)
- Theories of well-being

2. Professional Development

This module is designed to equip you with a set of skills that will enable you to further your own professional development and assist with the professional development of colleagues. Main topics of study include:

- Legislation, legal concepts & their application
- Ethical decision-making
- Team building and motivational skills

- Time management and organisation
- Cognitive style, creativity and problem representation
- Cognitive biases in decision making
- Techniques for identifying, exploring and resolving problems
- Interpersonal and group conflict
- Approaches to conflict resolution

Assessment

You will complete four assessments in total: two essays (of 2,500 words each), a reflective log of your own personal development and a critical incident analysis.

Duration of Programme

Approximately 12 months.

Entry Requirements

- First degree from an approved university equivalent to UK second class honours.
- English ability equivalent to an IELTS score of 7.0, where the medium of undergraduate study was not English.



What's Included

All study materials, core textbooks and student handbooks are supplied. You will be allocated a personal tutor for academic support who you can contact as often as you like by telephone and email. You will also have access to a programme co-ordinator for administrative support. You will have access to an online Virtual Campus.

Workload

We recommend an average of 12 hours study time per week for this programme.

Exemptions

For this qualification we do not allow you to count credit for study you have already done elsewhere.

How to Apply

In addition to the completed application form:

- Copies of your relevant certificates and/or transcripts
- Two suitable references. Please note we can only accept academic and/or professional work references.
- Proof of English language ability (IELTS or TOEFL), if English is not your first language

What you could study next

Successful completion of the programme may allow you entry to:

University of Derby MA Education

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Visit our website www.rdi.co.uk

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