

The BELFAST Programme

Building English Language For A Successful Transition

The BELFAST Programme helps you by:

- Improving your communication skills in English, so that you can get a job, a better job or promotion in the area where you have skills, qualifications and knowledge
- Giving new opportunities to identify what you need to do to improve your English grammar and vocabulary for work and everyday living
- Helping you understand the job-hunting process in Belfast and beyond.

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Communicating across Cultures

Building English Language For A Successful Transition

Improving your English for Employability



Belfast Unemployed Resource Centre

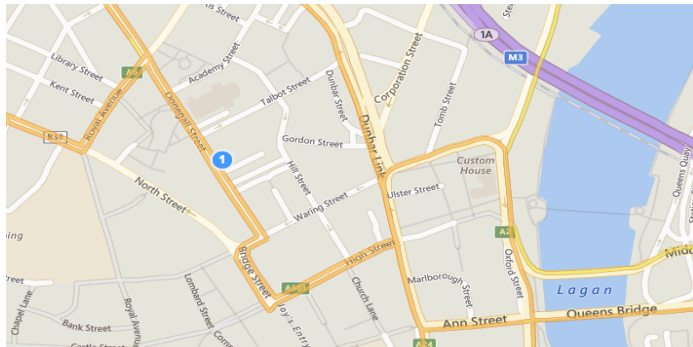
Communicating across Cultures

Communicating across Cultures is for you if you need to , speak, read and write better English at work in Belfast.

- It can help you if you need to become more accurate and fluent in using English in the workplace and everyday life in Belfast.
- It is suitable for intermediate / upper intermediate (B1-B2) adult (18+) learners of English
- you will develop essential skills and techniques needed to ensure effective working relationships with colleagues and business partners
- The focus is on listening and speaking, using authentic activities in a range of everyday work environments.

Costs

Free.



Duration and time

The programme lasts for 6 weeks. Each week you will need:

- 2 hours in the face-to-face class
- 6+ hours for private study

Content

- Developing intercultural skills
- Building relationships
- Face-to-face meetings
- Negotiating
- emails
- Telephoning
- Communication skills for everyday life in Belfast and beyond.

You will use

Bob Dignen, 2011 *Communicating across Cultures*, Cambridge University Press, Cambridge

The process

- *Initial test and interview:* This makes sure you are at the correct level to benefit from *Communicating across Cultures*
- *Induction:* To introduce you to *Communicating across Cultures*
- *Face-to-face classes:* To introduce and practise new grammar and vocabulary, with support for your private study activities
- *Self Access Centre:* You can come for private study and to meet other Learners of English.

