



JOB ROLE Rugbytots Franchisee (business owner)

Job Role Tasks		
Subject Area	Curriculum Links	Job Tasks
English	<p>Speaking - use of language</p> <ul style="list-style-type: none"> • Greetings • Have a discussion • How to make 'small talk' • Structuring a telephone conversation <p>Listening - understanding</p> <ul style="list-style-type: none"> • Being able to ask if not understood • Follow verbal instructions <p>Reading - understanding</p> <ul style="list-style-type: none"> • Follow written instructions • Proof reading documents/emails to check meaning and grammar <p>Writing -</p> <ul style="list-style-type: none"> • Use of grammar • How to write a letter • How to write an email 	<ul style="list-style-type: none"> • I work from home and communicate with my coaches, families and partners by email, WhatsApp and social media. • Having a good understanding of English means that the people I am communicating with can easily understand what I'm saying. • We also aim to have very high standards so our customers can expect us to use good English.
Maths	<ul style="list-style-type: none"> • Use of numbers • Ability to count accurately • Able to understand purpose of invoice, bank/credit card statement • Time management 	<ul style="list-style-type: none"> • We spend a lot of money, in hiring facilities, marketing and buying equipment. • It's important to know how much money we have to spend and that we earn more than we spend. • Being able to quickly add, subtract, multiply and divide is very important.
ICT	<ul style="list-style-type: none"> • Use Microsoft packages such as Word, Excel • Use emails • Attach documents to an email • Use an electronic calendar • Use a calculator • Use Microsoft Teams or similar • Able to use social media 	<ul style="list-style-type: none"> • I use my computer constantly to do my job. • Making posters. • Communicating on social media. • Writing letters, risk assessments, preparing the rota or running payroll. • My job totally depends on ICT.
What other curriculum areas help you in your job role	<p>Business studies helped me understand how to market and run a profitable business. Art is also helpful in creating posters and sports helped me learn how to play as a team, and manage my team of staff.</p>	