Work and jobs ESL lesson plan (B1)

B1 (intermediate) · 60 minutes · for English teachers · englishcue.app

Stage	Time
Warm-up	5–10 min
Vocabulary	15 min
Controlled practice	10 min
Grammar focus	10 min
Speaking	15 min
Wrap-up and homework	5 min

1. Warm-up (5–10 min)

- What do you like most and least about your job?
- How did you get your current job?
- Tell me about a difficult day at work and how you dealt with it.

2. Vocabulary (15 min)

Elicit each word before you give it, model the pronunciation, then check meaning with a quick question.

Word	Meaning	Example
unemployed	without a job	He's been unemployed for six months.
hire	to give someone a job	The restaurant is hiring new staff.
fire	to make someone leave their job (informal)	He was fired for being late every day.
quit	to leave your job because you want to	She quit her job to travel.
promotion	a move to a more important job in the same company	She got a promotion after two years.
raise	an increase in your pay (British English: rise)	I'm going to ask for a raise.
deadline	the time by which you must finish something	The deadline is Friday at noon.
overtime	extra hours you work after your normal time	I did ten hours of overtime this week.
experience	knowledge and skill you get by doing a job	Do you have any experience in sales?
qualification	an official record that you have passed an exam or course	What qualifications do you need for this job?

Grammar focus (10 min): Have to, don't have to, must, mustn't

Leo starts work at the Harbour Hotel. The manager, Ms Grant, explains the rules: "You have to wear a uniform. You don't have to work on Sundays. And you mustn't use your phone at reception." By the end of this lesson you can talk about rules, obligations and prohibitions.

Form	Pattern	Example
Have to	have / has to + base form	She has to wear a uniform.
Must	must + base form (no to, no -s)	I must call my mum!
Mustn't	prohibited	You mustn't smoke here.
Don't have to	not necessary	You don't have to pay. It's free.

Watch for: ~~He have to get up early.~~ → **He has to get up early.**. Third person: has to.

Speaking (15 min): Explain your job to a twelve-year-old

The learner has two minutes to explain what they do without technical words. You interrupt with a child's questions (Why? Who tells you what to do? Is it fun?). Then they explain it again to a professional in one minute.

Useful language

- I'm in charge of... / I'm responsible for...
- I deal with... / I report to...
- It's rewarding / demanding / repetitive.
- I work as a... / I work in...
- a deadline · a shift · overtime · a promotion
- I've been working there for...

Wrap-up and homework (5 min)

- Each learner says the three new words they will remember, and one sentence with each.
- Homework: write 80–120 words about work and jobs using at least six words from the lesson and the grammar point.
- Self-study: the B1 work and jobs vocabulary page on englishcue.app has a self-correcting quiz with all 22 words.

Work and jobs (B1)

Student handout · Name: _____ · Date: _____

A. Word bank

resume · skill · self-employed · responsible for · training · work from home · stressful · in charge of

B. Complete the sentences

Use a word from the word bank. Then compare with a partner.

1. New staff get two weeks of _____.
2. My dad is _____: he's a plumber.
3. Communication is an important _____.
4. Who's _____ the project?
5. Send your _____ to the HR department.
6. Being a doctor is very _____.
7. I'm _____ the company website.
8. I _____ on Fridays.

C. Talk with a partner

Ask and answer. Make notes of one interesting answer to report to the class.

1. Would you rather work from home or in an office? Why?
2. What makes someone a good manager?
3. What skills do you need to do your job well?
4. If money were not a problem, what work would you do?
5. How do you see your career in five years?

Write

Write 80–120 words about work and jobs. Use six words from the lesson.

Answer key

B. Complete the sentences: 1 training · 2 self-employed · 3 skill · 4 in charge of · 5 resume · 6 stressful · 7 responsible for · 8 work from home