Work and jobs ESL lesson plan (B2)

B2 (upper 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
workload	the amount of work a person has to do	My workload has doubled this year.
burnout	extreme tiredness caused by working too hard for too long	Many nurses are suffering from burnout.
job security	knowing that you will not lose your job	Civil servants have good job security.
perk	an extra advantage of a job, like a free phone or a car	Free lunch is one of the perks of the job.
maternity leave	time off work for a mother before and after having a baby	She's on maternity leave until June.
layoff	the act of ending workers' jobs because there is not enough work	The company announced 500 layoffs.
freelance	working for different companies, not employed by one	She's a freelance translator.
gig economy	a job market of short-term, freelance work, often through apps	Delivery riders are part of the gig economy.
headhunt	to find and offer a job to someone who works for another company	She was headhunted by a rival firm.
negotiate	to discuss to reach an agreement	Always negotiate your salary.

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 B2 work and jobs vocabulary page on englishcue.app has a self-correcting quiz with all 22 words.

Work and jobs (B2)

Student handout · Name: _____ · Date: _____

A. Word bank

back to the drawing board · call it a day · proactive · demanding · in the loop · climbed the career ladder · delegate · micromanages

B. Complete the sentences

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

1. He _____ quickly.
2. Please keep me _____.
3. It's a _____ job, but I love it.
4. The client hated it, so it's _____.
5. We're looking for a _____ team player.
6. I hate it when my boss _____ me.
7. It's seven o'clock. Let's _____.
8. A good manager knows how to _____.

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 climbed the career ladder · 2 in the loop · 3 demanding · 4 back to the drawing board · 5 proactive · 6 micromanages · 7 call it a day · 8 delegate