

## Career Development

### COURSE SUMMARY:

The primary aim of this programme is to empower participants to develop key skills for success in today's professional world, while also equipping educators with the knowledge and tools necessary to guide their students in nurturing these skills.

By the end of the program, participants will understand more about 21st-century skills, the evolution of professions and current labour market trends, which will help them better plan their professional future. Participants will get better at planning their careers, handling stress, making good job choices and switching jobs if they need to. Participants will gain more flexibility to utilise various tools and resources to support students effectively in their learning journey and career planning.

Participants will also learn different ways to help students learn and plan for their careers. This course is structured as an interactive process and it emphasises a two-way communication model, encompassing discussions, interactive games, group and pair work, presentations, coaching techniques, various thinking methodologies and individual activities.

### TARGET GROUP(S):

- teachers - pre-school, primary, secondary, vocational, adult, special needs
- teacher trainers, career coaches and counsellors

### DATES:

05.02. – 09.02.2024.  
11.03. – 15.03.2024.  
22.04. – 26.04.2024.  
20.05. – 24.05.2024.  
10.06. – 14.06.2024.  
22.07. – 26.07.2024.  
09.09. – 13.09.2024.  
14.10. – 18.10.2024.  
04.11. – 08.11.2024.  
02.12. – 06.12.2024.

## PROGRAMME

### Day 1

09.00 – 10.30 | Warmers and icebreakers  
  
10.30 – 10.45 | Coffee break  
10.45 – 12.15 | Presentation of the training institution, trainers, and participants  
12.15 – 12.30 | Coffee break  
12.30 – 14.00 | Introduction to the programme  
14.00 | Free afternoon

### Day 2

09.00 – 10.30 | Career competencies for the 21st century  
10.30 – 10.45 | Coffee break  
10.45 – 12.15 | Effective career planning and development  
12.15 – 12.30 | Coffee break  
12.30 – 14.00 | Balancing personal and professional roles  
14.00 | Free afternoon

### Day 3

09.00 – 10.30 | Understanding labor market trends and evolution of professions  
10.30 – 10.45 | Coffee break  
10.45 – 12.15 | Decision making for career transitions  
12.15 – 12.30 | Coffee break  
12.30 – 14.00 | Stress management techniques  
14.00 | Free afternoon

### Day 4

09.00 – 10.30 | Effective tools and materials for creer planning and development  
10.30 – 10.45 | Coffee break  
10.45 – 12.15 | Mentoring and coaching techniques for career support  
12.15 – 12.30 | Coffee break  
12.30 – 14.00 | Implementing integrative teaching approaches  
14.00 | Free afternoon

### Day 5

09.00 – 10.30 | Core career skills  
10.30 – 10.45 | Coffee break  
10.45 – 12.15 | The art of networking: building connections and relationships with colleagues and potential employers  
12.15 – 12.30 | Coffee break  
12.30 – 14.00 | Closing and evaluation of the course  
14.00 | Free afternoon