

## 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:

13.01. – 17.02.2025.  
03.02. – 07.02.2025.  
03.03. – 07.03.2025.  
07.04. – 11.04.2025.  
19.05. – 23.05.2025.  
09.06. – 13.06.2025.  
21.07. – 25.07.2025.  
01.09. – 05.09.2025.  
20.10. – 24.10.2025.  
10.11. – 14.11.2025.  
15.12. – 19.12.2025.

### 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