

The National Career Guidance Awards 2017

Compendium of
award-winning contributions

from the

Czech Republic
Republic of Serbia

Slovak Republic



euro | guidance



THE NATIONAL CAREER GUIDANCE AWARDS 2017

Compendium of award-winning contributions from the **Czech Republic, Republic of Serbia** and **Slovak Republic**.



Euroguidance centres throughout Europe organise various activities to support development of lifelong career guidance services in EU Member States and candidate countries.

www.euroguidance.eu

Identifying examples of good practice belongs to those activities, which have the highest potential to inspire others. To this end, Euroguidance centres from Czech Republic, Republic of Serbia and Slovak Republic decided to prepare a booklet presenting examples of good practice – award-winning contributions from National Career Guidance Awards contests organised in abovementioned countries in 2017.



Euroguidance centre in Czech Republic is hosted by the Centre for International Cooperation in Education (DZS).



Euroguidance centre in Republic of Serbia is hosted by the Foundation Tempus.



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CONTENT

FOREWORD	5
CZECH REPUBLIC	7
The National Career Guidance Award in the Czech Republic, 2017	8
Awards	10
Career Designer – PhDr. Petra Drahoňovská	
Recruitment Hacking: Do you want a job today?	10
Czechitas, z. s.: Education for female data analysts in the Czech Republic ...	10
EKS in collaboration with primary school ZŠ Londýnská:	
The diverse world of career guidance – theory vs. practice	11
Labour Office of the Czech Republic, Regional Branch in Ústí nad Labem, Děčín Contact Point: Former ninth-graders to the current ninth-graders ...	11
Secondary school of power and civil engineering, Secondary business school and Secondary medical school, Chomutov:	
The RaDoSt school counselling centre	12
APERIO – Společnost pro zdravé rodičovství, z. s.:	
New chances for parents	13
IQ Roma servis, z. s.: Gendalos educational programme	13
InBáze, z. s.: A new beginning	14
Career Centre at Masaryk University: JobCheckIN career portal at Masaryk University	14
Secondary school of civil engineering in Jihlava and Regional Charity Jihlava: Experiencing success	15
REPUBLIC OF SERBIA	16
The National Career Guidance Awards in the Republic of Republic of Serbia, 2017 ...	17
Awards	18
1st Award: ‘Strong Youth Centre’, Foundation ‘SOS Villages Republic of Serbia’, Belgrade	18
2nd Award: ‘When I grow up, I will be...’, NGO ‘Connecting People’, Pančevo	18
3rd Award: Career Guidance and Counselling Training for High School Seniors, High School for Economy and Trade, Požarevac	19
Acknowledgements	19
Award ceremony	21

SLOVAK REPUBLIC	22
The National Career Guidance Award in Slovak Republic, 2017	23
Awards	24
Award for providing high school students with career education and career counselling of high quality: Gymnázium Ivana Kupca, Hlohovec	24
Award for innovative approach to career guidance provision to women on maternity leave: in in, s.r.o.	25
Award for guiding secondary vocational school pupils through the international mobility experience: Mária Kubišová, K.A.B.A. Slovensko	26
Award for implementing innovative and effective approach to development of career management skills of pupils from socially disadvantaged environment: Tomáš Macko and Ján Smolka	27
Award for integrating elements of career education into the computer science classes in effective and innovative way: Zuzana Machová)	28
Award for developing and continuously improving career guidance services for adults: Office of Labour, Social Affairs and Family Banská Štiavnica	29

FOREWORD

Dear readers,

The compendium that you are about to read is the result of the common effort of Euroguidance centres from the Czech Republic, Republic of Serbia and Slovak Republic, as well as of all career guidance providers awarded in 2017's edition of National Career Guidance Awards in these countries.

National Career Guidance Awards originated as a platform for collecting good guidance practices and providing public appreciation to individuals and organisations that are constantly working towards a quality improvement and better accessibility of career guidance services. In addition, National Career Guidance Awards present opportunity for career guidance practitioners to present themselves to a wider guidance community and gain partners and inspiration for their future projects and activities.

Since 2009, when it was first held in Slovak Republic and Czech Republic, National Career Guidance Award has as a concept grown in popularity not only among guidance practitioners, but also within the Euroguidance network with other centres joining in the initiative. Hence, new horizons for networking and exchange of ideas across different European countries have been opened. National Career Guidance Awards are important also from the Euroguidance centres' perspective as they boost their credibility and recognition as relevant actors in the lifelong guidance community in their respective countries.

Publishing joint compendium is another way of supporting and bringing innovative approaches, well-crafted and transferable practices and tools in career guidance to the attention of the European guidance community. In this year's compendium, you will find 10 awarded contributions from the Award held in Czech Republic, 3 awarded contributions and 4 acknowledgements from Republic of Serbia, and 6 awarded entries from Slovak Republic. Awarded services and activities cover different target groups and sectors of career guidance and counselling.

We hope you will find these examples of good guidance practices interesting and inspiring and that you will enjoy reading through the compendium.

Euroguidance centres in the Czech Republic, Republic of Serbia and Slovak Republic, December 2017

CZECH REPUBLIC

The National Career
Guidance Award
in the Czech Republic,
2017

The National Career Guidance Award 2017 was held in the Czech Republic for the ninth time and, similarly to the previous years, it was organised in cooperation with the Euroguidance centre in Slovak Republic. The main goal of the National Career Guidance Award is to identify good practices in career guidance, inspire all guidance practitioners and counsellors through peer learning, and to display increase in quality of services provided in this field.

In 2017, 38 contributions in the form of counselling services, projects, tools and other activities were submitted to the contest. Organisations that responded to the call for applications covered all the sectors, i.e. local PES offices, schools, non-profit organisations, career counsellors and others. We were delighted with an increase in the number of entries submitted by schools, labour offices, regional guidance and counselling centres as well as by private companies. For the first time in the history of Award in the Czech Republic, we received multiple contributions from big private corporations.

Increase in number of submissions and variety of organisations involved demonstrate how the career guidance services have

spread to new sectors and found new audiences. The conference was a chance to map out this unique and diverse group of institutions and individuals, presenting their take on career guidance in different settings and conditions, and highlight the potential of these services and tools. The award ceremony together with the presentation of the winners of the 2017's edition of the National Career Guidance Award took place on 21 September in Prague, where representatives of the Ministry of Education, Youth and Sports and the Ministry of Labour and Social Affairs announced results of the contest. Award ceremony was traditionally accompanied by an expo of all contributions in the Award, which provided opportunity for networking and share of ideas and experience.

After the winners were announced, they presented their winning projects more in detail to the conference audience. As in previous years, the so-called 'Audience Award' took place within the conference, and audience members voted for already award-winning project, making it a double winner. 10 contributions were awarded this year altogether, 6 in the main category and 4 in the special categories.

Examples of good guidance practices in career counselling are also spread by Czech edition of National Career Guidance Award compendium and further promoted in the media and at various events. All 10 winning

contributions are described below in this compendium.

Team of the Euroguidance centre in Czech Republic



AWARDS

Career Designer – PhDr. Petra Drahoňovská

Recruitment Hacking: Do you want a job today?

Recruitment Hacking (RH) is a textbook, a workbook and a self-management guide, all in one. The book is comprised of 4 parts that help readers to understand diversity on the labour market and different recruitment approaches: RH: Do you want a job in a private company today? RH: Do you want a job in a non-profit organisation today? RH: Do you want a government job today? RH: Do you want to land a job through a public employment agency today?

The book consists of 24 interviews with recruitment professionals. Each of them answers the same questions about do's and don'ts during a job search process. The book presents different views on recruitment based on the type of organisation that is hiring, or the position of the person who is responsible for recruitment (owner of a small business vs. corporation). Each chapter includes background information on the organisation and the interviewer, a brief summary from the interview, and exercises for readers.

More information (in Czech):

<http://petradrahonovska.wixsite.com/nejlepsi-cv/e-book-recruitment-hacking>
<https://www.careerdesigner.cz/>

Czechitas, z. s.

Education for female data analysts in the Czech Republic

Education of female analysts in the Czech Republic is a unique concept that brings together an IT course - Digital Academy (DA) - which focuses on a development of hard skills in data analysis training, and a career programme that helps participants with professional transition to the new field of expertise. This 3 months long course for women combines 300 hours of data analysis training with a professional mentoring programme, internships, presentation of final professional paper to companies, and full career support aimed at the successful transition of women who went through the training to new jobs or to their own projects. As a part of the course, career guidance is provided to the participants in the form of workshops, which follow specific DA milestones and that mainly focus on the ability to define competences that can be transferred from the old to the new field, individual consultations, 'speed dating' – facilitation of contact

between companies involved in DA and programme participants, mentoring and many others.

More information (in English):

<https://www.czechitas.cz/en/>

EKS in collaboration with primary school Londýnská

The diverse world of career guidance – theory vs. practice

This competition contribution is a professional publication for career counsellors. The main objective was to create a modern and inspirational publication for both starting and experienced career guidance practitioners. The publication is a collaboration among experts from 3 European countries and was published in two language versions (Czech and English). Pupils from the primary school Londýnská were involved in the preparation of the book (their contributions are part of the book), and they also tried out a wide range of professions related to the book production process. As part of the project, pupils learned all about the work of illustrators, typographers, writers, editors, translators or proofreaders.

More information (in English):

<http://www.ekscr.cz/sites/default/files/obrazky/soubory/publikace/thediverseworldofcareerguidance.pdf>

Labour Office of the Czech Republic, Regional Branch in Ústí nad Labem, Děčín Contact Point

Former ninth-graders to the current ninth-graders

'Former ninth-graders to the current ninth-graders' activity was created based on the inspiration from an informal meeting with the former students of the primary school in Děčín. Former ninth-graders talked to each other about their first impressions of their new schools. This interesting discussion led employees of the local labour office in Děčín to an idea to use their experience and share it, in a convenient way, with current ninth graders in their last year of primary school.

First-year students of selected secondary schools had been approached with a questionnaire and, based on their responses, posters called 'The way the girls see it' and 'The way the boys see it' were created and displayed at the

ŠKOLA DĚČÍN 2016 education fair. At the fair, selected students from posters answered questions from visitors. They shared their experiences from their new schools, talked about the differences between primary and secondary schools. Based on the positive feedback on the posters, which were displayed at the fair and later during discussions with primary school pupils in the Information and Counselling Centre (IPS), it was decided that responses from the questionnaires will be put together into a brochure – a ‘message book’.

More information (in Czech):

http://portal.mpsv.cz/upcr/letaky/2017_05_29_vzkaznik_lonsti_devataci_letosnim.pdf

http://www.skoladecin.cz/index.php?option=com_content&view=article&id=36&Itemid=32

Secondary school of power and civil engineering, Secondary business school and Secondary medical school, Chomutov

The RaDoSt school counselling centre

The school counselling centre has been in operation for 14 years and its core counselling team consists of 11 members. These are the teachers who, in addition to teaching, devote their free time to assisting students and other clients. They work on their professional and personal growth and pursue further education in order to be able to share and pass on their experience. As part of the provided services, counselling centre helps students to overcome learning difficulties and explore employment opportunities. To this end, they have established contacts and are working with regional companies. Links between the different specialisations are also important as students (clients) often have little understanding of what other professions entail. Counselling centre works with primary schools, approaches pupils and demonstrates work in different professions. The centre is, in addition, currently establishing contacts with kindergartens – children visit schools, take a look at the equipment and shape an idea of who they want to be in the future.

More information (in Czech):

<http://www.esoz.cz/radost/>

APERIO – Společnost pro zdravé rodičovství, z. s.

New chances for parents

'New chances for parents' is a medium-term programme to support social inclusion and career development of parents and carers who find themselves in difficult situations (single parents, parents of 3+ children, foster parents, etc.). It is a comprehensive, holistic programme that includes both group and individual activities, on-site and online, education and counselling, mentoring and coaching. Participants have the opportunity to attend (on-site) an 80-hour long educational course which also includes extensive study materials. Optionally, they can also take advantage of an online course (200 lessons in 4 modules), counselling and coaching as needed. The programme has been developed based on the APERIO's experience and on the experience from abroad.

More information (in English):

<http://aperio.cz/586/english>

IQ Roma servis, z. s.

Gendalos educational programme

The Gendalos ('mirror' in the Romani language) educational programme responds to the low level of education among the Roma community in the Czech Republic, especially in the South Moravian Region, where the proportion of the Roma who have completed post-primary education is estimated at 30%. Through activities focusing on individual and group work with primary and secondary school students, their parents, teachers, educators and other school employees, the programme strives to improve chances of young Roma to successfully complete the secondary education cycle and guide them along their future educational and career path. The pillars of the activities are individual support (including tutoring) and tailor-made motivational activities, as well as raising pupils' awareness in the area of educational and career choices through career guidance and peer learning.

More information (in English):

<http://iqrs.cz/en/foryouth>

InBáze, z. s.

A new beginning

The InBase community centre's project entitled 'A new beginning' focuses on a long-term support for female migrants seeking to enter the labour market. The support takes the form of a comprehensive programme which integrates elements of counselling, mentoring and education. Project's activities are mainly targeted at vulnerable groups of female migrants on maternity leave, women looking after young children or other dependants, single mothers, unemployed women and women aged 55+. The project significantly expands the range of the InBase community centre's services and, in addition, it exploits the potential and experience of its multicultural team. Even though InBase staff provided assistance in entering the labour market in previous projects as well, the project contributes to the professionalisation of InBase employees and – by extension – to the sustainability of this service once the project ends, and it helps to expand the range of career guidance services for migrants entering the labour market in general. Moreover, one of the project's objectives is to prepare activities of a migrant employment agency. Cooperation with other organisations, which provide similar services, is an important part of the project.

More information (in Czech):

<http://www.inbaze.cz/pracovni-a-karierni-poradenstvi/>

Career Centre at Masaryk University

JobCheckIN career portal at Masaryk University

JobCheckIN is an online portal that connects students and graduates of Masaryk University (MU) with employers in order to facilitate employment opportunities search. It is the first university career portal in the Czech Republic that enables employers – through targeted advertisements – to effectively search for MU students and recent graduates who are suitable candidates for vacancies at their companies. Also, it makes it easier for registered students and graduates to get a relevant job that corresponds to their skills and abilities.

More information (in Czech):

<https://www.jobcheckin.muni.cz/>

Secondary school of civil engineering in Jihlava and Regional Charity Jihlava

Experiencing success

Both institutions have worked together for a long time and have jointly prepared a socio-economic integration programme for the Roma. The project engages primary school pupils and secondary school students, supports them in developing their strengths and enables them to experience success. Primary school pupils are motivated and encouraged to continue their education at secondary schools. The project involves 2 secondary schools that offer specialisations that are traditionally preferred by Roma families, as well as specialisations where the project seeks to break down prejudices on the part of both families and educators. A team of professionals and a team of Roma fieldworkers, who actively seek out and assist students, are involved in the project. The fieldworkers are young Roma who completed secondary education and have worked in the above peer programmes. They themselves receive additional support in order to develop both personally and professionally further and become informal authorities within their communities in the future.

More information (in Czech):

<http://jihlava.charita.cz/spolecne-a-uspesne-v-jihlave/tp-sovy/>



REPUBLIC OF SERBIA

The National Career
Guidance Award
in the Republic of Serbia,
2017

The national Euroguidance centre in the Republic of Serbia organized the national guidance awards for the best practices in this field for the second time. This initiative was introduced in 2016 and it is based on the model of national awards organized by other Euroguidance centres during the last decade.

The purpose of the National Career Guidance Awards is the promotion of organization and individuals who had developed services, tools and methods for career guidance. Organizations and practitioners from all relevant sectors (education, youth work, employment services, etc.) were invited to submit their practices for the competition. A total of 20 applications were received from individuals and different organizations, such as elementary schools, high schools, non-profit and private organizations.

The Selection Committee consisted of the representatives of the Ministry of Education, Science and Technological Development, Ministry of Youth and Sport, Institute for Education Development, NGO Belgrade Open School, as well as the Euroguidance centres from Republic of Serbia and Croatia. Participation of the representative of the Euroguidance Croatia in the

Selection Committee thus gave an international dimension to the selection process.

As in the previous year, the quality of practice was evaluated by using the following criteria:

- How much has the practice contributed to the development of the career management skills of users?
- In which way are the results achieved relevant for needs of their target group? Have the needs of the target group been assessed and how?
- What mechanisms are introduced for ensuring the quality of the practice?
- Is there potential for replication of this practice by other stakeholders or in other sectors?

The committee decided to present three awards, four acknowledgments as well as to publicly commend three practices for their contribution to the improvement of quality of guidance in particular fields. In total, ten applications were recognized as examples of good practices in career guidance.

AWARDS

1st Award

'Strong Youth Centre'

Foundation 'SOS Villages Republic of Serbia', Belgrade

Centre 'Strong Youth' aims to support and develop employability and life skills of young people from vulnerable groups. Their users are 16-30-year-olds: children in alternative care (ex. foster homes, children village) and young people in risk of poverty. The centre developed set of services cooperating with employers, social workers, and other relevant stakeholders as well as young people themselves.

The beneficiaries of the Centre choose services based on their needs and their personal Individual Development Plans (IDP). Together with a career counsellor the beneficiary creates IDP which incorporates some of following services: individual psycho-social and career counselling, employability skills training, requalification, internship and first job experience. Each IDP is regularly evaluated and reviewed until it is fulfilled. The career counsellor follows up beneficiaries three to six months after they complete their individual development plan.

The Selection Committee concluded that this practice has clear goals that lead to the development of career management skills of their users. This is a comprehensive service that is adapted to the needs of a vulnerable group and the methodology used is specific and consists of a series of steps that guide users towards improving their employability and career management skills.

2nd Award

'When I grow up, I will be...'

NGO 'Connecting People', Pančevo

This non-governmental organization from Pančevo developed a summer training programme designed for high school students (14-18-year-olds) who were still undecided about continuation of their education. The training is based on the principles of non-formal education and youth work. The aim of the training is the development of transversal skills while supporting students to make informed decisions about their possible future career paths. The participants in the training are followed up two months after the training. It is a good example of a local grass-roots initiative to provide guidance services

to youth, in absence of the local youth career centre. The programme lasts for two months during summer and provides youth with the opportunities to use their summer holidays in a creative and useful way. There are between 15 and 25 workshops in total and their number varies since it is designed in a flexible way so that it could be adapted to the needs of the group of young people who participate in it.

3rd Award

Career Guidance and Counselling Training for High School Seniors High School for Economy and Trade, Požarevac

The training helps students to make independent decisions about career by focusing on following processes: identification of their interests, abilities and skills; learning more about educational possibilities; understanding the importance of the information analysis process. Workshop facilitators are the school pedagogues, teachers and peer educators. Parents are included in some workshops as well. The evaluation includes written evaluation questionnaire and a self-assessment of skills, abilities and interests.

This practice was awarded since this is a good example of the holistic approach in planning and realisation of the activities by high school career guidance teams, which is the model for provision of guidance services in high schools in Republic of Serbia. The activities clearly contribute to development of career management skills of pupils, employ varied resources, involve parents and combine individual and group activities.



ACKNOWLEDGEMENTS

Due to the large number of good practices that were received, the Selection Committee decided to award four additional acknowledgements for the quality of best practices in certain areas:

Acknowledgement for using new technologies in career guidance:

web tool *'Virtual job interview'*

Sonja Šovljanski, Student Counselling and Career Centre, University of Novi Sad

Acknowledgement for planning of guidance activities and career information activities:

'Job shadow' for High School 'Branko Radičević' from Stara Pazova.

Acknowledgement for innovative approach in planning and realization of career information activities:

'Your subject is important to me' for High School from Zaječar.

Acknowledgement for comprehensive planning of the guidance programme:

'BG internship'

Centre for Career Development and Student Counselling of the University of Belgrade.

Whilst evaluating applications, the Selection Committee noticed three practices that have a distinguished quality of certain aspects. Therefore, the following practices are praised for:

Initiative for developing guidance activities and creative use of ICT

'Think smart - make a right choice' developed by Technical School in Knjaževac.

Initiative for developing guidance activities that are implemented by peer educators

'Peer educators training for high school career guidance activities' developed by The Centre for Education and Social Inclusion from Loznica.

Planning of mentoring activities during internship

'Summer Internship for High School Students' developed by Development Business Centre from Kragujevac.

AWARD CEREMONY

The results of the competition were announced on October 6th 2017, at the Fifth National Euroguidance Conference 'Career Guidance and Counselling in the Republic of Serbia and Europe.

The members of Selection Committee presented awards to the representatives of the best guidance practices in Republic of Serbia in 2017. This was an opportunity to publicly promote good practice examples in front of around two hundred guidance practitioners and experts from Republic of Serbia as well as a number of Euroguidance members and guidance experts from other European countries who also participated in the conference.

Apart from awards and public recognition, representatives of the awarded best practice examples participated in the Euroguidance Cross-border Seminar 'Guidance 4.0: Innovative Practices for New Skills' in Belgrade as well as in the Czech national Euroguidance conference in Prague.

More information about the National Guidance Awards in Republic of Serbia and the awarded best practices can be found on the website of the National Euroguidance centre www.euroguidance.rs.

SLOVAK REPUBLIC

The National Career
Guidance Award
in Slovak Republic,
2017

The National Career Guidance Award was organised in Slovak Republic for the 9th time and it has become truly a flagship of the Euroguidance centre in Slovak Republic - an initiative widely recognisable and highly regarded by the both national and the European guidance community. We received over 140 contributions between the years 2009 and 2017, 48 of which were either awarded or received certificates of merit.

In 2017, 19 individuals and organisations from both private and public sector submitted their contributions to the Award in the form of activities and services related to the career guidance, career education, and career orientation, focusing on a variety of target groups (from pupils to adults), and covering both educational and employment sectors. Some of the contributions were intended to improve clients' orientation on the labour market, others were designed to empower them and to develop their career management skills.

Out of all the contributions evaluation commission of experts singled out six, which were valued exceptional in quality, innovation, client orientation, and effectiveness, to be publicly awarded at the final award ceremony which took place on September

14, 2017. The final conference with participation of the representative of the Ministry of Labour, Social Affairs and Family, Ministry of Education, Science, Research and Sport and The Representation of the European Commission in Slovak Republic was an outcome of months of intense preparations and frequent communication with everybody involved. Award ceremony provided an excellent opportunity for participants to meet the rest of the community, engage in an exchange of ideas and experience, and gain inspiration for their own practice.

Finally, we want to use this opportunity to express our sincere gratitude to all who joined the competition and a great admiration for their commitment and enthusiasm to push career guidance services in Slovak Republic forward and for being proactive members of the guidance community in Slovak Republic.

Team of the Euroguidance centre in Slovak Republic

AWARDS

Award for providing high school students with career education and career counselling of high quality:

Gymnázium Ivana Kupca, Hlohovec

'Start working with a delight!' is a programme of occupational orientation designed for high school students. When she started working at the high school, Michaela Nagyová, a school psychologist, carried out a survey among students in different classes to create an overview of their needs. As the survey indicated, guidance on choice for higher education programme ranked as the most important need among senior-year students. As a part of the programme students had space to express their expectations, reflect on their career paths, identify their personal interests and strengths, gain insights into the labour market needs, and formulate their salary requirements.

Programme consisted of 5 meetings/modules: the first 4 meetings were held in smaller groups followed by an individual session with each student. In the first module – 'What is the meaning of work?' – students were encouraged to think about the role of work in one's life and about their own personal goals. The second module – 'I am great, but how to make use of it?' - was meant to increase self-awareness – one's own strengths, interests, and personality traits affecting work behaviour and performance. 'Searching the web' was the name of the 3rd module which aim was to encourage students to look for job-specific information (i.e. required qualifications and skills) on the selected websites (sustavapovolani.sk, istp.sk), and to browse through the relevant job portals (profesia.sk, istp.sk, linkedin.com) to gain insight into demand and requirements on the labour market. In the fourth module - 'Working life of adults' - students were introduced into HR procedures (e.g. job interview preparation). Feedbacks and final reflections were collected during individual sessions ('Questions to ask yourself') with participants. Short guidance session was provided to the students if they were still struggling with their career choice. Likewise, participants were offered with a possibility to continue in individual sessions in the next school year.

Compliance with all the ethical norms was assured throughout the programme by creating a comfortable and confidential environment during individual sessions and by respecting students' freedom of choice and opinion. Programme, provided on a voluntary basis, was created to empower students, improve their career management skills, sense of responsibility, and increase their motivation, essential for their future personal and professional development.

Award for innovative approach to career guidance provision to women on maternity leave:

in in, s.r.o.

'*Get ready for work*' is a development programme developed by a private organization - in in, s.r.o. - for women on maternity leave preparing for (re-) integration into the labour market. Series of workshops are designed for the specific group of women - mothers who often feel frustrated, incompetent, lacking self-confidence, because their work is not appreciated enough in the society. By creating safe space for self-expression, participants of the programme were asked to think about the skills acquired through the maternity leave and turn them into their own advantage. Participants were also guided through the practical aspects of seeking a job, i.e. help with self-presentation and assertive communication techniques. Programme was divided into 4 phases: information collection from prospective participants (needs analysis); preparation of the agenda; two workshop meetings; and final evaluation and feedback session.

The purpose of the programme was to equip women with self-confidence, so they will be able to cope with the transition back to the labour market and land a job that would live up to their expectations. Results of the initial survey among prospective participants were essential for preparing a workshop agenda, financial and time burden for the participants were also taken into consideration. Both workshops lasted for three and a half hours each and were focused on improvement of career management skills for smooth transition into the labour market. Interactive and practice-based methods of training were employed during the workshops to empower mothers and lead them to a positive self-image and self-esteem building. Improvement of the communication skills and motivation booster for further development were also included in the programme. Feedback collection and evaluation of the success rate were carried out after each workshop.

Award for guiding secondary vocational school pupils through the international mobility experience:

Mária Kubišová, K.A.B.A. Slovensko

Between the years 2014 and 2017, Association K.A.B.A. Slovensko arranged short-term international mobility stays for 256 secondary school pupils from the city of Martin within the first Slovak consortium of secondary vocational schools under the Erasmus+ Key Action 1: *'Turiec do Európy a Európa do Turca'*. Prior to starting their mobility, pupils went through both individual and group counselling sessions (3 meetings: each with duration of 3 hours) in order to fully grasp the value of international mobility for their own personal development and skills acquisition. They were led to think more in depth about other aspects of the mobility, in addition to the vocational training, which might help them in their future professional life.

Experience-based learning was used throughout the preparatory phase, encouraging pupils to open up and participate actively in different activities. As an outcome of the preparatory phase, each pupil filled in an on-line skills account (Ucetzrucnosti.sk) by drawing up list of strengths and weaknesses, personal motivations, career goals and obstacles. During the mobility stay, pupils were asked to log in to the skills account and record what they had learnt and experienced, and how they coped with new situations during both work and leisure time up until that point. After the return from mobility, individual counselling on the choice of future educational and professional path was offered to pupils.

The main benefit of the activity was that participants gained better understanding of the world of work, it became easier for them to analyse and assess their knowledge, skills and competences, values, and they learned where to look for relevant information. Pupils were, in addition, asked to search answers to the questions 'Who am I?'; 'What do I know?'; 'What do I want?'; 'What can I do?', and it was explained to them how important is to set personal and professional goals. The main purpose was to develop pupils' career management skills and ability to work in teams through set of exercises, brain teasers and interactive games. Feedbacks were collected via specialized on-line questionnaires integrated into the skills account.

Award for implementing innovative and effective approach to development of career management skills of pupils from socially disadvantaged environment:

Tomáš Macko and Ján Smolka

Experience-based course of personal development was developed specifically for the 9th graders at a primary school. Three main goals were set before the course started: *firstly*, to lead pupils towards a better self-knowledge and reflection over one's interests and capabilities; *secondly*, to pass a message on to pupils that the future is in their hands; and *finally*, to stress the importance of self-improvement and self-development.

The course was spread out into 5 days, and during the first three days pupils got to experience a real working life experience. On each of the three days, pupil worked in jobs with different qualification and educational requirements, from positions requiring no or minimum qualification (e.g. warehouse worker, shop assistant) to positions requiring tertiary education attainment (e.g. teacher assistants). On the third day, they symbolically lost their jobs and experienced community service works. After completing the first phase of the course, pupils moved to a cabin where the second (reflection) phase followed under the professional supervision of a school psychologist and a teaching assistant. Participants were asked to have a think about previous days of the course and share their experience and impressions through multiple interactive activities (games, teambuilding activities).

The course was developed by Tomáš Macko and Jan Smolka themselves, and responded to the pupils' need for a better self-awareness and self-knowledge. The key message that the course was meant to pass on to the pupils was that they can positively influence their future by constantly working on themselves. The programme was piloted at the elementary school in Spišský Štvrtok where 50% of the pupils come from the socially disadvantaged environment.

Success rate was assessed before and after the course via questionnaires, which showed a positive change in the pupils' attitude. To ensure and facilitate transferability to other schools and contexts, authors wrote down a detailed description of the methods employed during the course with all the practical activities and exercises explained.

Link to the video from the course:

<https://www.youtube.com/watch?v=9tdAQ32ILDQ>

Award for integrating elements of career education into the computer science classes in effective and innovative way:

Zuzana Machová

Zuzana Machová, a teacher of the 5th and 6th graders at a primary school, developed special educational activity *'My future job'* which was integrated into the computer science classes (PowerPoint lesson).

At the beginning of the activity, pupils were given assignment to browse through information on different occupations and narrow it down to those occupations that match up with their interests and skills. After completing the introductory phase, pupils were asked to engage in more in-depth analysis of selected professions (e.g. job responsibilities and duties, qualifications and educational requirements, preferred skills, salary and working conditions), and prepare a PowerPoint presentation with an overview (using charts and graphs) of what they had found out. In the second phase of the activity, participants contacted professionals in selected occupations via email to ask additional questions, thereby gaining firsthand recommendations and insights. All the findings and insights were then presented in front of the class which allowed pupils to get information on other occupations as well.

Activity *'My future job'* was designed to develop pupils' career management skills, provide them with useful information on the functioning of labour market, lead them towards better self-awareness and self-knowledge, and improve their presentation skills. Zuzana Machová decided to launch the activity after finding out that only a handful of pupils understood what a world of work is and what to expect from it. By integrating elements of career education into computer science classes, pupils were led to a development of both career management skills and digital skills at the same time. Therefore, the activity, which was integrated into the school curriculum, prove very effective and time-saving as it did not require any special (extra-curricular) programmes or activities to educate pupils about the choice of education and career path. Activity thus presents very innovative way of making connections across curriculum and could serve other teachers as a source of inspiration for integrated learning. Given the low demand on additional human or financial resources, it could be easily transferred to other school.

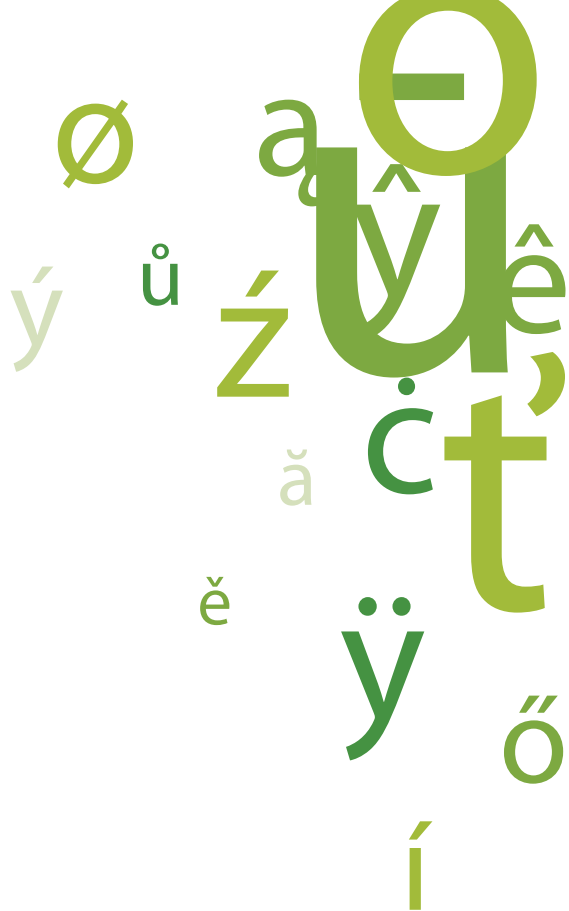
Award for developing and continuously improving career guidance services for adults:

Office of Labour, Social Affairs and Family Banská Štiavnica

Employees of the local PES office in Banská Štiavnica drew up a research report '*Bilan de compétences*' in the practice of public employment services which analyzed career guidance provision in the employment services and introduced '*bilan de compétences*' (skills assessment) as an innovative educational and counselling method into the professional career guidance services of PES in Slovak Republic. In addition, the report contains results of the survey carried out among participants (job seekers) on the impact and overall satisfaction with the programme.

'*Bilan de compétences*' is one of the most useful and effective methods in developing career management skills of job seekers, thereby increasing their employability. It helps job seekers to become aware of their skills and competencies, set career goals, prepare individual action plans, and eventually find an employment. Research report contains case studies of the clients that went through the project and had their skills assessed, and it could, therefore, serve other professional counsellors as a layout for introduction and better application of the *bilan de compétences* into their practice. On individual case analysis all the potential benefits and caveats of implementing the *bilan de compétences* can be identified.

The research report is made available to all career guidance practitioners within the PES in Slovak Republic. It serves as a study material for counsellors who work under the *bilan de compétences* project and employ the method in their practice. As the application of the method grows in the practice of professional guidance units of the PES offices, it also leads to a development of the method in the Slovak context and improves image and credibility of the PES offices in the eyes of job seekers.



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