

LE.A.DE.R. Project

LEarning And Decision making Resources

KA2-Strategic Partnership - Project N. 2014-1-IT02-KA200-004105



Partner Organization (project partner) and country:	Çukurova University, Adana Vocational School of Higher Education
Other organization involved in the Pilot Action (if not directly the partner organization):	Çukurova University, TemSA Co., Labor Office

INFORMATION ABOUT GUIDANCE CENTER / SERVICE AND STAFF PROVIDING THE PILOT ACTION

Career Guidance Center / Service (NAME of the Service/Organisation)	Çukurova University Adana Vocational School of Higher Education
Address, e-mail, website	Beyazevler Kampusu, Adana e-mail: cetnilin@gmail.com , sekerer@cu.edu.tr website: www.cu.edu.tr
Career Guidance Provision Describe the service and the activities carried out by this organization (list of services and list of main target groups)	<p>The university is eager to carry out as much events as possible to broaden the students' horizon about job seeking skills and career perspectives. Seminars, workshops and similar activities are held in the campus to keep the students aware and alert about career management. Career fair will be held in cooperation with government labor office and local government bodies.</p> <ol style="list-style-type: none">Services for students / graduates<ul style="list-style-type: none">• Career fair (Collaboration with government labour office)• Career days (organized by student clubs)• Job search• Internship programs• Government Labor Office entrepreneurship training programs• Seminars, workshops on career management• Collaboration with businessman of our University Alumni• Regular guest speakers from industry

This project has been funded with support from the European Commission. This publication [communication] reflects the views only of the author, and the Commission cannot be held responsible for any use which may be made of the information contained therein.

	<ul style="list-style-type: none"> • Start – up initiatives and support in the Technology Development Park (TECHNOPARK) at the campus, guidance, training and support <p>2. E-portfolio</p> <ul style="list-style-type: none"> • With the E-Portfolio project carried out as a partner the concept of e-portfolio was introduced to students • Students are tutored using the platform and can use the e-portfolio platform in order to create their own profile • Students enroll themselves with their passwords and add their personal abilities for both academic and professional skills • Employers use their company passwords and seek employees according to their needs in company - with some key words – and call them for the interview (www.e-portfolioproject.eu)
<p>Staff and practitioners involved</p> <p>Describe the main roles and professional backgrounds</p>	<p>Assoc.Prof.Dr.Gülden İLİN, Prof. Sabri Can EKERER, Prof. Erdogan SIMSEK, Prof.Ş.Çetin İLİN, Bilimseli AKARSU (career guidance practitioner), Bülent KOPRULU, Head of Human Resources – TEMSA Co., Duygu BETIN and Kemal KUYUCU (Mechanical and Automotive Engineers- Responsible for Hiring Technicians).</p> <p>Professors with years of private sector career experience in the industry will organize activities using their connections in the industry in collaboration with Experts/trainers with specialization in Career Guidance, preferably a Bachelor’s or Master’s degree in Career Guidance or alternatively continuous or in house specialized training in Career Guidance.</p> <p>Professionals involved in hiring processes in a company and white collar experts sharing their in-house learning and training experiences.</p>
<p>Resources and tools</p> <p>Describe main tools available and database, web sites, etc.</p>	<p>Tools:</p> <ul style="list-style-type: none"> - HANDBOOK FOR PRACTITIONERS: Theory & practice for the development of Lifelong Career Management Skills

- <http://www.iskur.gov.tr/Portals/0/Duyurular/ISKUR-IMD-EgitimKitabi.pdf>
 - http://euroguidance.iskur.gov.tr/Portals/1/Kaynaklar/kitaplar/bildiri_kitabi.pdf
 - HANDBOOK FOR THE END USERS: Activities and exercises for the development of Lifelong Career Management Skills
 - http://aftiboroo.meb.k12.tr/meb_iys_dosyalar/03/01/704895/dosyalar/2014_11/24113712_kariyer_kitp_acik_v1.pdf
- HANDBOOK FOR GUIDANCE PRACTITIONERS: Development of Career Management Skills (CMS) of individuals
- http://www.inno-career.eu/docs/deliverables/M05_Development%20of%20CMS%20of%20individuals_EN.pdf
- Turkish National Qualifications Registry**
- <http://www.myk.gov.tr/>
- http://yambis.csb.gov.tr/Duyurular_files/Mesleki_Yeterlilik_Kurumu.pdf
- Websites:**
- <http://europass.eoppep.gr>
- <http://www.iskur.gov.tr/isarayan/kursarama.aspx>
- <http://www.kariyer.net/>
- <http://www.intesmym.org.tr/>
- <http://www.kosgeb.gov.tr/site/tr/genel/detay/6131/kosgeb-adana-mudurlugu-destek-programlari-bilgilendirme-seminerleri>
- <http://seymer.seyhan.bel.tr/Seymer/FrontCourse>

Other information

(Opening time, on line services, etc.)

INFORMATION ABOUT PILOT ACTION	
Title:	Finding Work and Accessing Learning
Short description of the Pilot Action:	The aim of this action is to have the participants gain an understanding of the dynamics in job finding and have them gain the right mindset and skills in finding work. The nature of the action was planned to involve a more practical application for the attendants and to make them meet the professional people working in the business for years. These people are professionals in hiring, counselling and engineering. The purpose is to make the attendants share learn and see the life experiences of these professionals in order to get a grasp of the professional environment and needs of the competitive professional life. And at the final stage the action provides the attendants with the job application and interview opportunities with real companies seeking for employees.
Target group (with description of specific guidance needs)	students from the ÇUKUROVA UNIVERSITY : - Çukurova University final year students, who want to get jobs after graduation / or first year students who want to get internship this summer
Expected learning outcomes , within the CMS framework	By the end of this action, participants will be able to: <ul style="list-style-type: none"> • Identify what general concepts and skills are related to job seeking • Learn about hiring procedures and job market opportunities in their local surroundings • Learn about the experiences of continuous learning employees of a company go through • Get information about job application processes and what companies expect from candidates • Understand the culture of a corporate firm and its employees in terms of employee competency skills and hiring process

Learning plan, with a list of guidance tools (please, describe the activities and the career guidance resources you will provide to users)	Activities	Career guidance resources
	1. General hiring procedures of the company	<ul style="list-style-type: none"> • http://www.temsa.com.tr/insanKaynaklari.aspx#4 • Technical skills expected from a technician http://www.myk.gov.tr/index.php/tr/haberler/73-otomotiv-sektoer-komitesi-haberleri/729-otomotiv-sektoeruende-11-adet-ulusal-yeterlilik-belirlendi
	2. In house training at a corporate firm that employees go through	<ul style="list-style-type: none"> • Examples of General company training programs applied • General training strategy of the company as a lifetime learning tool to enhance its employers skills • Examples of training experiences engineers went through at the company
	3. General job seeking and candidate selection procedures in the job market	<ul style="list-style-type: none"> • What HR personnel expects from candidates to hire the right person • What it means to make a difference during an interview and how to make a difference
	4. Turkish job market behaviour in job seeking and hiring	http://www.iskur.gov.tr/TabId/189/ArtMID/1139/ArticleID/555/2015-Y%C4%B1l%C4%B1-T252rkiye-ve-81-%C4%B0l-%C4%B0C5%9Fg252c252-Piyasas%C4%B1-Ara%C5%9Ft%C4%B1rmas%C4%B1-Sonu231-Raporlar%C4%B1-Yay%C4%B1mland%C4%B1.aspx

	<p>5. Brief information on job seeking issues, cv preparation key hints, interview process</p>	<ul style="list-style-type: none"> • information about cv preparation http://international.cu.edu.tr/tr/detay.aspx?pagelid=1532 https://europass.cedefop.europa.eu/tr/documents/curriculum-vitae http://www.kariyer.net/cv-ornekleri • Interview process, the x, y and z generations and their interactions in interviews • On line job seeking sites in Turkey kariyer.net, secretcv, yenibiris etc...
	<p>6. Job fair interactions experience</p>	<ul style="list-style-type: none"> • On line job seeking sites in Turkey, kariyer.net, secretcv, yenibiris etc...
<p>Evaluation</p>		