



NÁMS- OG STARFSRÁÐGJÖF Á VINNUSTAÐ

Motivation to
participate in
competence/career
development
and
lifelong learning

Career counseling

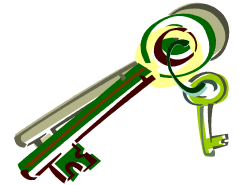
Assistance and guidance for all ages:

- View and evaluate their own position
- Information about education and jobs
- Explore interests and skills
- Analysis of interests
- Dealing with barriers to learning
- Setting goals
- Making study plan
- CV – job search
- Career development



Why career guidance?

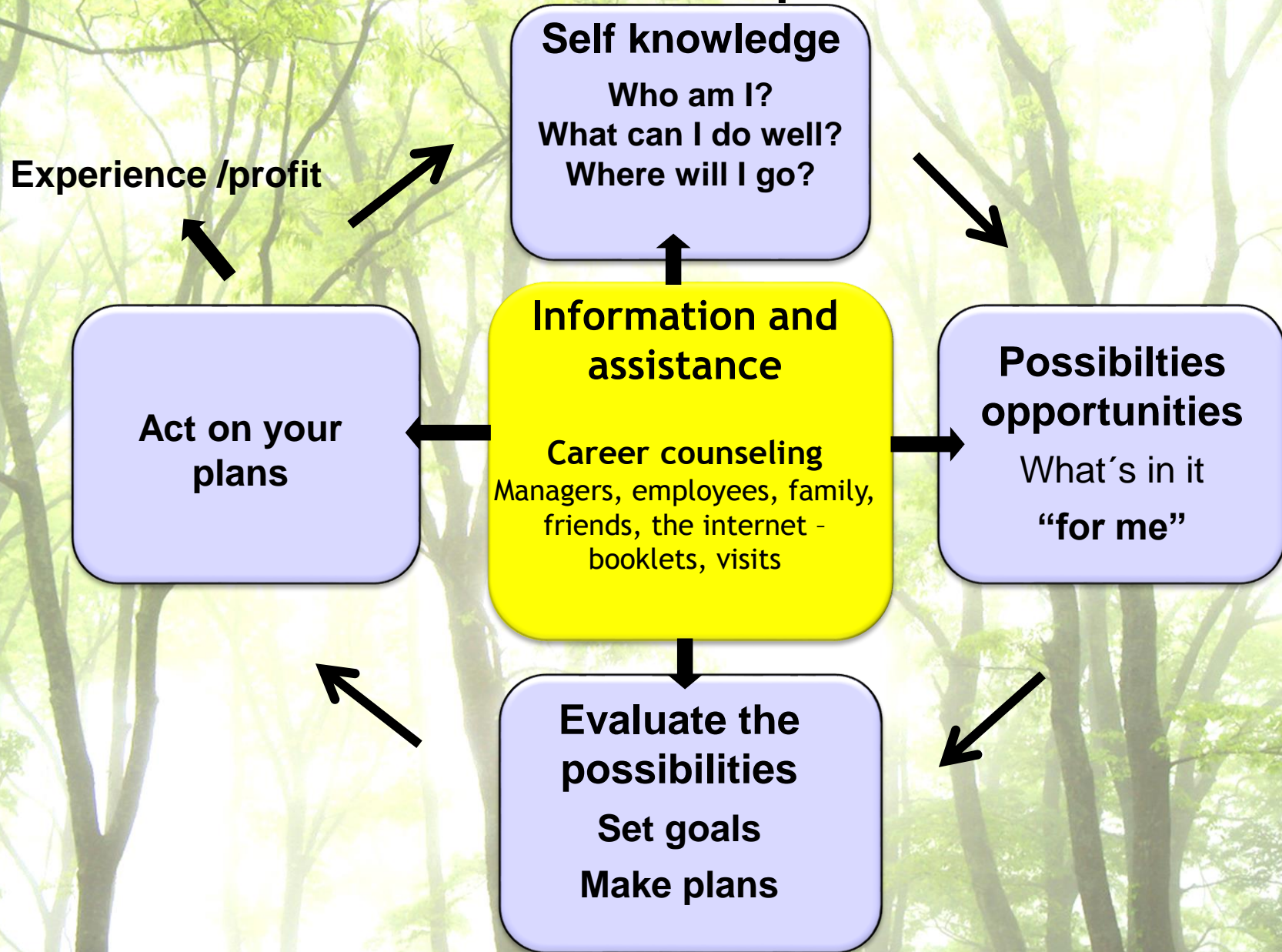
- Responsibility for your own career development
- A choice of study programs - opportunities
- Changes in the labor market
- Changing demands from the labour market
- Emphasis on lifelong learning
- Obstacles
 - time, resources, emotions, dyslexia,
 - gaps in knowledge regarding possibilities



Remember!

**The ability to
learn can
increase with
age**

How to choose education – job – career development



The Jungle

Company Courses

**Private schools /
training
companies**

**Trade Union
Guilds**

**University /Continuing
Education Colleges**

Life-Long Learning Centres

Upper-Secondary Colleges

Universities

**General
Courses**

**Vocational
Courses**

**Formal
Learning**

**Validation and
Certification of Learning**

Courses

**Credits -
Qualifications**

**Evening
Courses**

**Day-time
Courses**

**Distance
Learning
/Flexible
Learning**

Basic education - Compulsory education





- **Certified programs f.ex.**

- Pathway to reading (dyslexia course)
- Entry level programme for upper secondary education
- Technical service/Technical support personnel
- Core subjects studies
- Ground piping studies
- Retail entry level
- Services within tourism
- Foundation for further education

- **Leisure studies**

- Oil painting, guitar course, computer, literature ..

- **Language**

- English, Danish, Norwegian, Arabic, German

- **Programs according to upper sec. curriculum**

- Vocational training for preschool assistants
- Voc.training for health and social service staff

Here you can introduce your offer or your educational center – the study paths and possibilities for career development

Curriculum vitae - CV

Implications:

- a summary / overview of your career / education/ life experience /different skills, interests etc.
- applications for study or work

Lifelong mission – the final version will never be written.

No one way can be said to be „correct“ in writing your CV.

Different purposes and different careers, call on different versions.

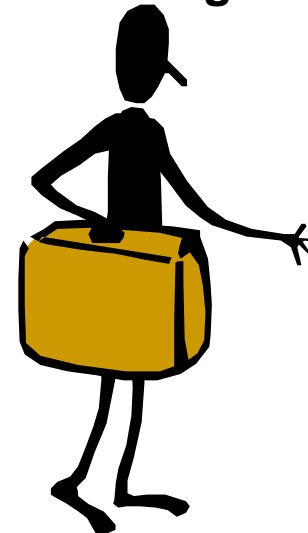
Career – is like a trip



Who is driving the car?

Who is sitting at the wheel?

Where are you going?



What do you have with you?



Úr verkfærakistu ráðþegans eftir Ólöfu M. Guðmundsdóttur o.fl.

PITT VAI - PIN LEID

1. Are you ready?

Search resources?

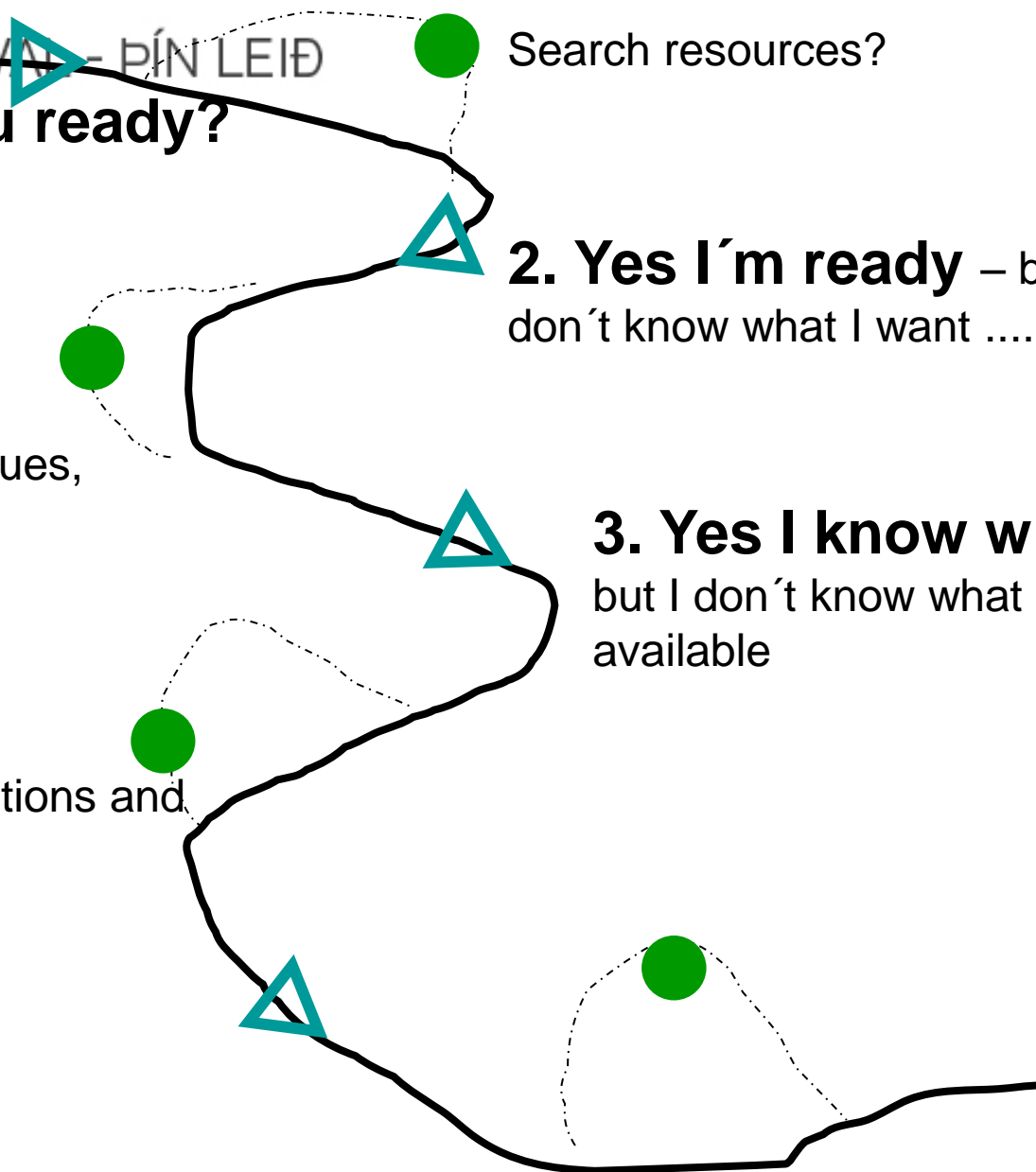
2. Yes I'm ready – but I don't know what I want

Who am I?
Interests, values,
skills

3. Yes I know what I want -
but I don't know what options are
available

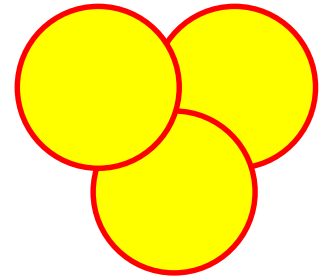
Explore options and
assess

Education -
Career - Job



Employability today

Requirements of employers (Canadian research)



► Basic skills e.g.

- Read, write, use numbers, receive information, think, problem solving....

► Career management skills (CMS) e.g.

- Knowing oneself - interests, skills, values, strengths, weaknesses
- Positive attitude
- Willing to learn and consistently develop in job/career.

► Communication skills e.g.

- Good communication with others, showing respect, providing incentives, ready for teamwork.

Life values – value judgments

- Reflects
 - what is important to us
 - Our attitudes and value judgments in life
- Affects our behavior and decisions

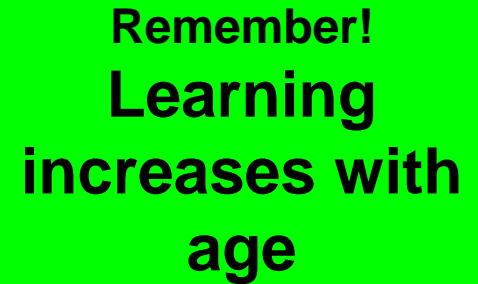
Work values

- What is important in our work and working environment: diversity, cooperation, responsibility
- Few jobs fulfill all expectations, compromise is necessary

Our value judgments can change

Strengths and skills

- What do you know?
 - What can you do?
 - What do you do well?
-
- Knowledge of one's own skills and strengths can help with the choice of education and occupation.
-
- What skills do I like to promote?
 - What skills are important that I strengthen?



**Remember!
Learning
increases with
age**

It is possible to strengthen skills and knowledge

Personal characteristics

- What type of personality are you? How are you? punctual, quick to learn, patient
- How do you implement things/ act on your plans?
- Don't be modest. Think of yourself as a broad-minded employer would do.

Job satisfaction – broadly speaking?

If the job and work environment
are in accordance with

your interests, values and skills

there are high chances of job satisfaction and
performance at work

**Remember that skills can be trained and developed
in many ways**

Interests

- Reflect activities or challenges that we want to be involved in
- Something we like to do – something which we enjoy

Work interests

- Reflect activities or challenges that we like in our job or work environment

Interest analysis – Interest inventories/surveys?

- Tools which can help us in self exploration.
- Can help people organize their thoughts and ideas about themselves, education, job and work environment.
- Most interest surveys are based on the theory of John Holland for six different personality types and the corresponding environment.



PITT VAL - FINTLEID

R = Realistic



I = Investigative



**Interest - analysis
employee types –
work environment**

John L. Holland



C = Conventional



A = Artistic



E = Enterprising

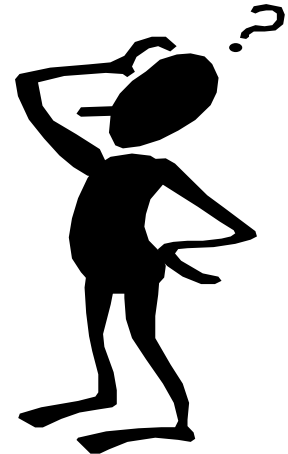


S = Social

Possibilities – Options - Opportunities

Where do I search for information - assistance?

- career counseling
- the internet, booklets
- libraries
- colleagues
- family and friends



What is available for me?

What is available for me?"

Education in the formal school system

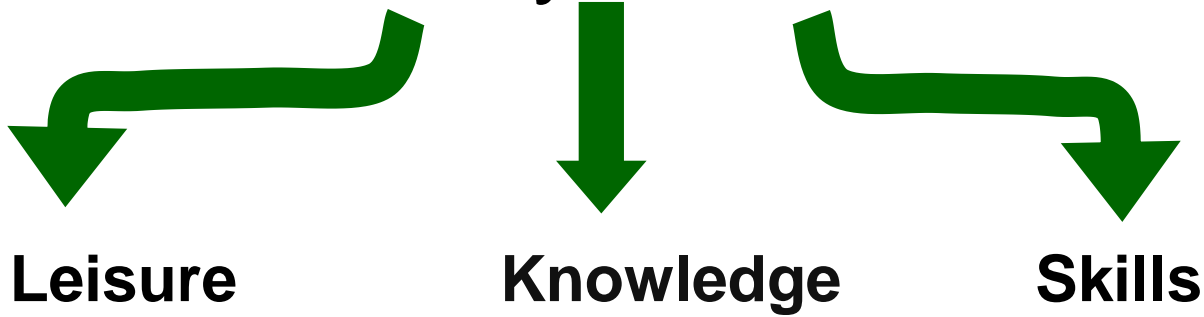
- Upper- secondary schools - Universities
 - almennt nám – starfstengt nám
 - einingar – gráður – starfsréttindi
 - dagnám – kvöldnám - fjarnám



Learning outside the formal education school system

- skv. námskrám frá Fræðslumiðstöð atvinnulífsins - má meta til eininga á framhaldsskólastigi t.d.
 - Grunnmenntaskóli - 300 stundir
 - Áhersla íslenska, stærðfræði, enska, tölvur.
 - Aftur í nám - 95 stundir
 - Nám fyrir einstaklinga með lestrar- eða skriftarörðugleika.
- Other possibilities e.g.
 - Skrifstofu- og tölvunám, 258 stundir (NTV – tölvuskólinn)
 - NáMLEIÐ fyrir ritara og skrifstofustjóra (22. ein.) Framvegis – símenntunarmiðstöð.

A diversity of courses



Empowerment



Drama - Oil painting - Spanish



Design – Computing - Project management

**Candle-making – Dressmaking – Make-up courses –
Astrology – Calligraphy**



Available

individual interviews with career counselor



Use the opportunity

**Your life is today
Make the most of it!**



Thank you for today!