

Pilot project:

Step by Step for Career

Creating a Career Educational Materials

Background (problems):

- Young professionals need more job skills than ever before. Training is the key to learning new skills which can lead them improving their career, starting own business or finding wanted job.
- University of Novi Sad has more than 45.000 students and they are very interested in career workshops. In Career center there is a lack of career advisers so these workshops have been done by trained volunteers. The quality is not unified and there aren't enough of workshops so all the interested students could attend them.

Aim of the project:

Creating career educational materials for students of University of Novi Sad that will consist of most important subjects like: preparing CV and motivational letter, active job search, job interview skills, assertiveness... Materials would cover topics from workshops that are done in Career Centre so all the students who weren't at the workshops could go through these subjects. Materials would be published on Career Centre's website.

Justification:

Through academic education students don't get all the needed soft and career skills like: preparing CV, interview job skills, public speech, communication and conflicts... The career materials will be published on web site of Career Centre so all the interested students could go through them.

Activities:

1. Creation of the pilot project team that and delivering particular assignments
2. Analysis of the current materials and needs for new ones
3. Analysis of students needs on career topics
4. Defining of the contents that will be covered
5. Text writing
6. Evaluation
7. Promotion of the career educational materials at University.

Results:

Career educational materials will be developed and published on the web site of Career center.

Time frame:

Duration of the pilot project is from November 2012 till May 2013. Five workshops will be done during December 2012. and another five during April 2013. year. After each workshop education materials will be posted on the web site. Educational materials would be also delivered to students who attended workshops together with evaluation form. Promotion of the new developed materials would be done trough mailing list, Facebook, promotion tables on faculties and on promotional stands at campus.