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JOB TOOLKIT NEWSLETTER

March 2021



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OUR MISSION



Job toolkit is a European project that aims to improve the skills in finding and applying for work of both working people and those who will join the labor market for the first time.

The enlarged period of work and active life, the rapid technological development, the single market and globalization require continuous development and complementarity of personal knowledge and skills.

In the dynamic labor market, working people must have a set of knowledge, skills and habits to help them find work, adaptation, motivation, workplace self-employment and career management.

The purpose of our project is to help job seekers by translating and clarifying, in an accessible manner, the formal requirements that are usually outlined in job advertisements and must be followed throughout the process of applying for a new job. Improving personal skills when applying for a job will contribute to more confidence, self-esteem and less stress during the searching process, which will lead to a better presentation of the candidate.

The final product of the project Job Toolkit will be in the form of short and systematized video animations in which will be presented guidelines in a convenient and comprehensible manner in all languages of the partnership – English, Greek, Bulgarian and Dutch.

THE PARTNERS

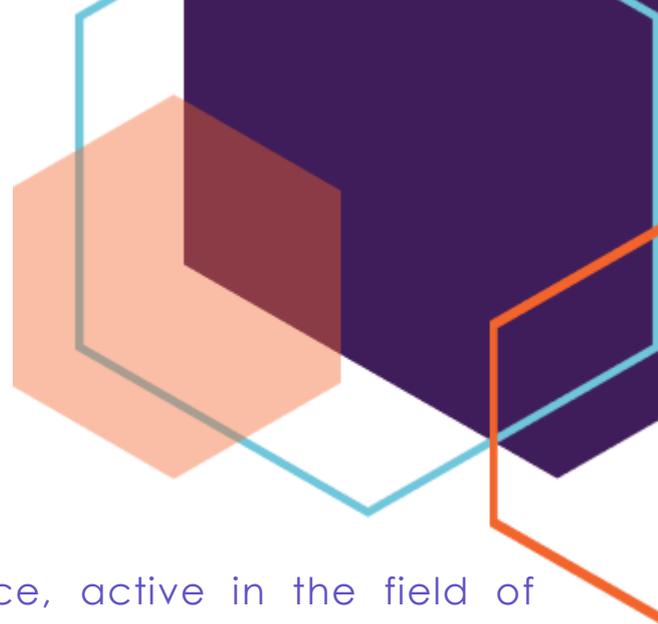
Job Toolkit is funded by the Erasmus + program. We are four partner organizations from three different countries – Bulgaria, Greece and The Netherlands.

Anatolia consult is a Bulgarian company specialized in translation services, educational services, consultation, intermediation and agency services. One of the main areas of activity is education and organization of certificate courses provided to International Bachelor, Master and PhD students, studying in Bulgaria.

Another area of activity of the organization is conducting Adult education training courses on different topics. Anatolia consult is the Coordinator of the project Job Toolkit.

Aristi is an organization from Bulgaria, established to support people active in the labor market, unemployed people, people at risk and social educational specialists. Aristi organizes programs, seminars, courses, lectures and trainings, provides expert and methodological consultancy in various spheres of education and public life.

Aristi takes part in projects for a successful integration of adults, children and young people through various methods such as career development, counseling, social assistance and education.



Infonet is an organization from Greece, active in the field of education and computer science. Initially, it was built around compeering education and was later combined with vocational orientation and various European programs.

The in-house research and development team uses its knowledge on how to provide innovative educational products in conjunction with other schools in Greece and abroad. CIL (Computer Interactive Learning) is an innovative teaching method, developed by the research and development team of Infonet, that utilizes the latest trends of educational methodology in information and communication technology.

Annie is an organization from the Netherlands whose mission is to facilitate the development of the civil society through initiatives that enhance human resource competitiveness and contribute to economic development and prosperity.

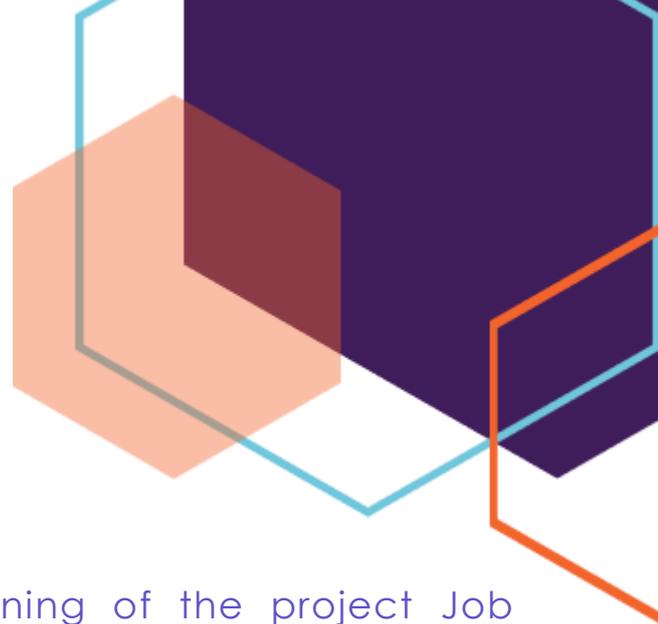
Annie implements variety of projects focused in the fields of guidance counselling, employment and social policy, vocational education and youth work. The activities are directly related to some of the company's main activities - career coaching and outplacement support.

WHAT HAS BEEN DONE UNTIL NOW

On November 8, 2019 was our first Transnational project meeting, in Bulgaria. It was a great start, filled with lots of enthusiasm and readiness to accomplish the desired product, which will help many people acquire useful knowledge on how to present themselves to their future employer.

During the meeting we have set the standards to finalize the Action plan of the project and to divide the tasks for each partner. All the experts were highly involved in the discussions and managed to produce the basic document for the project implementation, such as Action plan, GANTT chart, Dissemination plan, and Quality and Management rules.



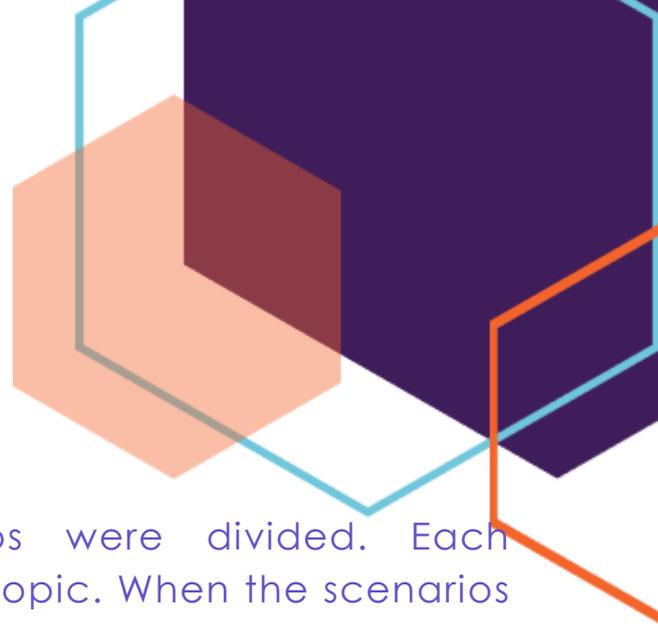


In the first few months of the beginning of the project Job ToolKit, all participating organizations were working on the Analysis of the job search specifics in each of the participating countries. We made an extensive effort towards the development of each country's Analysis, because we believe that the key to a successful project and a valuable intellectual product is the solid ground we have put in the beginning

Following online meetings. The experts discussed the Country Analysis in detail. They highlighted the similarities and differences for each country considering the Covid-19 pandemic and the devastating consequences it will impose on the world economy.

The discussion continued about the format and the length of the video content and the review of different tools and good practices. The experts reviewed the draft titles of the seven videos and performed a discussion on the topics.





The topics for the video scenarios were divided. Each organization worked on their assigned topic. When the scenarios were drafted, they were viewed, discussed and edited by the participating partner's organizations.

Currently, we are in the process of creation of the seven videos. Each video has its own unique topic, covering useful information for the viewers. Very soon all the videos will be ready and will be presented to the audience.

WHAT IS LEFT TO DO

The Job Toolkit project has to implement a Learning, teaching training event, on which the participating experts will be introduced to the intellectual output and will learn how to use its features. In the end of the project, each partner organization will perform a Multiplier event aiming to disseminate the project results.

Follow our Facebook page and partners website for more information:

<https://www.facebook.com/jobtoolkit>

<https://www.anatoliaconsult.info/>

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