

<b>Title of Best Practice</b>	<b>Professional orientation</b>
<b>Target group</b>	based on the experience with: <input checked="" type="checkbox"/> Newcomer, <input type="checkbox"/> not relevant (for all) <input checked="" type="checkbox"/> diverse group
<b>Outcome/added value for target group</b>	The profession is a key factor for successful integration in a society, especially for migrants. Therefore, the students should get a good understanding of the German working world and a clear vision of their professional future. During the whole programme we offer vocational orientation, knowledge, skills and abilities in various ways.
<b>Content in detail</b>	<p>The topic “professional orientation” is part of a complex programme, starting at the beginning of the academic year:</p> <ul style="list-style-type: none"> <li>• The students, assigned by the municipal integration office, pass a brief testing and get some information about the two vocational colleges. Based on the professional interests of the students they will be assigned to the specific vocational college.</li> <li>• In the academic year 2020/2021 we will offer three subjects of vocational areas to the students: metal technology, wood technology and housekeeping. There they learn some basic techniques of production, rules of safety, order and cleanliness, and hygiene at work.</li> <li>• In February the students spend two weeks of practical training in a profession and company of their choice.</li> <li>• The students get prepared for their vocational choice and their job application in different subjects, e. g. German, German regional studies and social training. The social workers and teachers support the students to get in contact with companies and accompany the students for interviews if necessary.</li> <li>• Twice a week an integration specialist from the Job Centre comes to our college to support the students especially in all job-related questions.</li> <li>• The programme “KAoA – kompakt” (no final exams without continuation) of the Ministry of School and Education in North-Rhine-Westphalia should improve the transition from school to job. The programme takes place at an external educational institution where the students can attend three different modules:             <ul style="list-style-type: none"> <li>- Analysis of potentials (2 days)</li> <li>- Exploring occupational areas (3 days)</li> <li>- Practical course (3 days).</li> </ul> </li> </ul> <p>The students get a feedback based on the observations during the training to support them in their professional choice.</p> <p>At the end of the school year the students should have a clearer view of their future and know how to proceed in their career at school or at work. Based on the individual language capabilities the students might have to attend further classes at college to get an apprenticeship at a company.</p>



**Play Equal (PE-19) Is all about creating equal opportunities and social inclusion**

IO1: Learning social inclusion through (Best) practice- Studies / analysis – Best practice guidelines report

<p><b>Form of implementation and carried out by</b></p>	<p><input type="checkbox"/> Formal <input type="checkbox"/> non formal <input checked="" type="checkbox"/> combination <input type="checkbox"/> other – please explain ...</p> <p>In the area of professional orientation there are teaching colleagues, social workers and external partners involved. The teachers and social workers contribute their specific teaching qualifications and professional experiences. They all work on language skills, information about the German job market and communication with companies. The practical training takes part in various companies or social and medical facilities. An external educational institution offers the programme “KAoA-kompakt”. The specialist from the Job Centre, who is assisting the students in dealing with formalities, is the contact to the employment agency and other public institutions. By sharing all the different information and experiences with the involved persons, the students should get a clear understanding of the requirements of the German job market and of their strengths and abilities.</p>		
<p><b>Key Success factors (KSF)</b></p>	<p><input type="checkbox"/> KSF 1 Involvement of the whole staff</p>	<p><input checked="" type="checkbox"/> KSF 6 Relation to real world</p>	<p><input checked="" type="checkbox"/> KSF 11 Cooperation with parents and involvement of social environment</p>
	<p><input type="checkbox"/> KSF 2 Exchange of experiences with other schools</p>	<p><input type="checkbox"/> KSF 7 Strengthen basic education</p>	<p><input checked="" type="checkbox"/> KSF 12 Communication and Cooperation I</p>
	<p><input type="checkbox"/> KSF 3 Stimulate mutual learning processes</p>	<p><input type="checkbox"/> KSF 8 Democracy in school</p>	<p><input type="checkbox"/> KSF 13 Communication and Cooperation II</p>
	<p><input type="checkbox"/> KSF 4 Diversity within staff members</p>	<p><input type="checkbox"/> KSF 9 Feedback culture</p>	<p><input type="checkbox"/> KSF 14 Education is more than school - Focus on non-formal and informal education</p>
	<p><input checked="" type="checkbox"/> KSF 5 Cross-subject themes out of the living environment</p>	<p><input type="checkbox"/> KSF 10 Further education and training of staff</p>	<p><input checked="" type="checkbox"/> KSF 15 Development of personal future perspectives in education, occupation and life</p>

## Fact box



Key words: KAoA, professional orientation, apprenticeship, future, skills

Organisational framework (School type...): vocational school, workshops (metal, wood, ...) at school

Legal and financial framework: APO BK NRW, <https://www.bra.nrw.de/bildung-schule/unterricht/berufliche-orientierung>

Theoretical basis (underline) and sources:

Further information / attachments: evaluation of results [https://www.mags.nrw/sites/default/files/asset/document/esf\\_kaoa\\_materialband\\_iag.pdf](https://www.mags.nrw/sites/default/files/asset/document/esf_kaoa_materialband_iag.pdf)

Links etc... <https://www.berufsorientierung-nrw.de>

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