



TRANSVERSAL SKILLS 1
Communicate orally in the professional world



TRANSVERSAL SKILL 7
Use social codes related to the professional context



TRANSVERSAL SKILLS 8
Work in a group and as a part of a team



TRANSVERSAL SKILLS 9
Learn and train yourself throughout life



TRANSVERSAL SKILLS 10
Build your professional career

Skill 10: Build your professional career

Introduction



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This tutorial is part of a broader set of pedagogical tools developed within the framework of the atHOME project and targeting the development of transversal skills of home helpers based on the **European Agenda for Adult Education.**



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Being able to build a professional career is part of the **competence to orientate oneself throughout life**, which is one of the 4 axes of the **Euroguidance** resource kit.

It is defined as follows:

- the **ability to collect, analyse, synthesise and organise information on training and professions**
- but also as the **ability to know oneself** in order to make the right decisions in order to address the transitions inherent to any individual and professional career path.



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The ability to build one's career path must be mobilised at any time in life. Indeed, any individual may have to question his professional choices, whether at the time of choosing his initial training, during a desired or imposed professional reorientation, during a job search,...



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But if a project is often born of desires and dreams, its **realisation** through the elaboration of a path must be **realistic** and **coherent** and take into account the constraints of the person and the profession envisaged.

This therefore requires a considerable amount of time for reflection and introspection before embarking on a job of high human value and particularly demanding, such as that of home help.



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It is therefore essential to be able to **guide** these people in questioning, through their reflection.



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In this tutorial, we invite you to work on both sides of this competency, by encouraging the participants to :

- find out about the homecare profession and its realities in the country concerned,
- establish a personal assessment of their personal skills and constraints,
- cross-reference this information to ensure the relevance and feasibility of their professional project.



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➔ This tutorial will enable you to help participants to develop, step by step, a coherent and realistic career path.



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In this tutorial, we propose **group and individual activities** that will enable everyone to become aware of what attracts them to the home help profession and to establish an action plan based on the skills already acquired and those to be acquired in order to become a home help professional.

We have chosen to address ourselves only, through this tutorial, to people

- that are **not in training or employment** in the personal assistance sector ;
- but having thought about their professional project and having determined that **they wanted to move into the home help professions.**

This tutorial is therefore intended for a **predefined group on a targeted sector.**



If you are addressing a general public, who have not yet determined a professional project, the proposed activities should be adapted and enriched with materials concerning all the sectors of work envisaged in the group.



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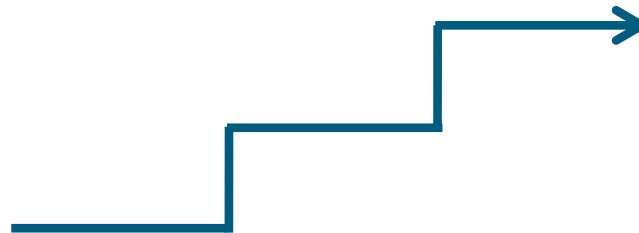


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The different levels of learning



Level 4

Determine the implementation steps for your professional career

Level 3

Define a realistic and achievable project

Level 2

Confront your project with socio-economic constraints and realities

Level 1

Provide one or more ideas for your professional career



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Level 1

Determine the implementation steps for your professional career

You will be able to articulate one or more career path ideas and identify the **requirements** and **realities** of the targeted sector

Level 2

Confront your project with socio-economic constraints and realities

You will be able to find out about the activities and **skills needs** associated with your professional project and to **analyse the relevance of your wish** in the light of the realities observed

Level 3

Define a realistic and achievable project

You will be able to **formulate a realistic professional project that is consistent** with your profile and to make the link between training objectives and professional objectives

Level 4

Determine the implementation steps for your professional career

You will be able to **determine the stages** of implementation of your career path and **report orally** on a specific commitment to your project