



Information Workshop

08.12.2016

for librarians participating at the replication of "A Chance for Employment by means of IT"

Goals:

1. Developing to participants the following skills:

- Constructive analysis of the needs of members of the community where the service replication is to be held;
- Developing librarians' capacity, achieving new professional skills through activities and training programs in the field of IT for people who face difficulties finding a job;
- Developing skills and abilities to unemployed to use the computer in order to engage more easily in employment;
- Encouraging community members to use information and communications technologies;
- Promoting and developing active partnerships between public library and the community it serves.

Agenda:

Time	Subject
8.30 – 9.00	Registration of participants. Non-formal experience exchange between libraries.
	Session I
9.00 – 10.20	Introductory part. Start to the replication of "A Chance for Employment by means of IT" service. The goal of the project and the advantages of service implementation. Steps of the service implementation.
10.20 – 10.40	Break
	Session II

10.40 – 11.30	Meeting with EA representatives. General concepts of the Law on employment and social protection of job seekers No. 102-XV of 03.13.2003 and its subsequent amendments. Active measures expected on labor market by EA (job fair, labor mediation, consultancy services).
11.30 – 12.15	Accessing web-sites on employment: anofm.md, e-angajare.md, angajat.md, jobmarchet.md.
12.15 – 13.00	How to write a Curriculum Vitae and a cover letter, how to prepare for a job interview, job-search methods.