

INSTRUCTION FOR MENTOR**EMPLOYABILITY**

3. Theme Ability for active job seeking

Exercise “Between Yesterday and Today: my personal, educational and working life”

Adapted by Speha Fresia, Italy

Based on a tool included in the book “Bi.dicomp. Un percorso Isfol di bilancio delle competenze” (A. Grimaldi, A. Rossi, G. Montalbano, ISFOL, 2006), “The ISFOL pathway for the bilan de competence (Skills balance sheet)”. Isfol is the national research institute of the Ministry of Labour and the National Agency of the Leonardo da Vinci Programme.

Learning outcome

Improved capability in the self-assessment and self-recognition process

Increased awareness about the own motivation to work

Improved ability in planning the professional career development

Increased awareness about private and working life balance

Aim

To get acquainted with EU CV tools and to show all personal and professional experiences

To promote a lifelong guidance prospect, through the mentoring practice, to support people willingness to find a job or to transform their working position

To improve private and working life balance

Expected duration

In the individual mentoring session, it takes around 45/50 minutes: 15/20 minutes to fill in the grids and 10 minutes to present each sheet.

With 8/10 participants of in-group session, the time for the presentation is reduced at 10 minutes per each participant, for a global duration of 2 hours (more or less).

Description

This exercise can be used both in individual and in-group mentoring sessions to support adult mentee(s) in remembering the main steps, the milestones of their lives, focusing on three domains: the personal life, the education and training career, the working experiences (including housekeeping and voluntary works).

The holistic approach intends to take into account the whole person, and the personal biography and environment are fundamental to explore and to rise awareness, as much as the education and professional experiences.

Steps for performing the exercise:

1. Mentor introduces the theme and the exercise to the mentees.
2. Mentor explains the aim of the exercise and the steps how to perform the exercise.
3. Mentee(s) fills in the grids and presents each sheet.
4. The mentor organizes the discussion of the results.

INSTRUCTION FOR MENTOR**EMPLOYABILITY****3. Theme** Ability for active job seeking**Exercise** “Between Yesterday and Today: my personal, educational and working life”**HANDOUT FOR MENTEE****Task for mentee**

In this exercise you should remember the main steps, the milestones of your life, focusing on three domains: the **personal** life, the **education** and **training** career, the **working experiences** (including housekeeping and voluntary works).

Please, fill in the grids and presents each sheet.
Let's start.

Between Yesterday and Today**MY PERSONAL LIFE**

Yesterday

Today

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MY EDUCATION CAREER

Yesterday

Today

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MY WORKING EXPERIENCES

Yesterday

Today

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