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Erasmus+ Programme
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Project number: 2019-1-IT02-KA204-063176



ProWomen – Up-skilling Itineraries for Women as New Cultural Promoters to Enhance Territorial Heritage

M7: Employment and Self-employment

Session 1

[name of presenter]

[Position and Organisation]

[Email address]



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Goals of the module's 3 sessions:

- **Session 1**
 - Analysis of past professional/ personal skills/competences
 - Creation of a CV linked to the targeted market
 - Research and market analysis through job seeking platforms (use of the platform, filters, analysis of results)



Goals of the module's 3 sessions:

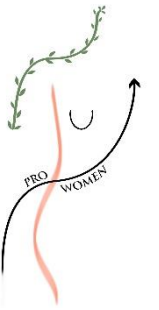
- **Session 2** (How to define a business start-up idea)
 - Create your own business, it's possible
 - Link my project idea to my competences
 - Build my business plan

- **Session 3** (Business start-up deeper insight / job-search)
 - Customer analyses / Competitors
 - SWOT analysis
 - Project financing plan / finding financial resources / break-even point
 - Networking session: entrepreneurs in the tourism giving advice to participants (if possible)
 - How to write a motivation letter (for those not wanting to create a business)



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Ready?

→ Let's start Session 1



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Analyse your skills

Please use the “Past professional and personal skills” document.

How can you make the most of your professional and personal experiences?

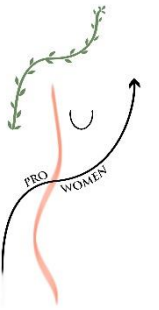
1. Delimiting the context
2. List the missions
3. Identifying skills



List your competencies

Please use the “Competences” document.

- List your professional and personal experiences
 - Name experience/mission
 - Duration
 - City/Geographical area
 - Tasks
- Competencies: "On this subject, I know how to do *this* thing*. I know how to do *something else* too. »
- Specific knowledge you gained



Create a CV specific to the targeted market

Please use the “Create a CV” document. We will cover:

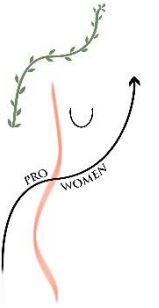
- Formatting a CV
- 10 mistakes to avoid
- 10 golden rules
- The general presentation of the CV
- The different forms of CVs
- Writing your CV well: the different sections explained



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Take a break!





Job-seeking platforms

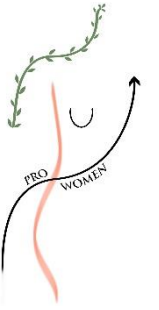
Your trainer will provide you a list of useful websites for your job search!

- Remember to use the search filters and help menus on these sites to quickly view offers that really match you.
- It may also be a good idea to create alerts notifying you when a new offer appears so that you don't miss out on a new opportunity.



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Reflection

- What did you learn?
- Do you have questions?
- What are useful competences for employment in the tourism sector?



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