



COLLECTION OF BEST PRACTICES

For integration of migrant women into labour
market

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Introduction

Migrant women demand special integration services: they are more vulnerable as their problems are aggravated by particular issues, and their situation is worsened by problems women are facing in general.

In order to assist them in their integration process a partnership of four organization from 4 EU countries applied and got supported by the Erasmus+ programme to implement the project **Development of LABour MARKET Integration Tools for educators helping migrant women** (LaMaIT) with project nr 2020-1-HU01-KA204-078825. The general objective of the 3-year (09/2020-08/2023) project, was to contribute to the quality development of the widely and freely available, innovative competence development practices in the field of labour market integration of migrant women.

The direct target group of this project were educators and mentors who are helping migrant women in their integration process on a wide scale. To help them to provide high quality services we have created:

1. National databases of services available for migrant women in the partner countries to facilitate organisations and professionals to guide migrant women to the right instance for different needs. (If you are interested in being part of the databases please contact the partner in your country for more information).
2. Best practices – A collection of at least 10 best practices in each partner country for integration into the labour market of immigrant women, but also best practices of integration into the labour market of immigrants in general.
3. A Labour Market Integration Toolkit. The toolkit aims to offer more effective integration services to immigrant women. The tools have been created through the improvement of knowledge on how to better support the labour market integration of migrant women based on their needs and experience and knowledge transfer on EU level.

The partnership consisted of the following 4 organizations.

- **Jövőkerék (coordinator)** - Jövőkerék Közhasznú Alapítvány - Hungary - www.jovokerek.hu

JÖVŐKERÉK is a non-governmental, non-profit foundation which have as main objectives to decrease cultural and economic polarization in society, to support unprivileged groups, to increase consciousness of sustainability and to ameliorate the co-operation of organisations of the non-profit sector.

- **FISPE (partner)** - FRANCAIS POUR L'INSERTION SOCIALE ET PROFESSIONNELLE EN EUROPE – France - <http://www.fispe.fr/>

FISPE, "French for Social and Professional Integration in Europe" is a non-partisan, non-profit private association. Its aim is to contribute to the social and professional integration of migrants by their introduction to the French language in a holistic way: to enable them to learn the language so they can use it in their work and social life.

- **Olivotti (partner)** - Giuseppe Olivotti SCS– Italy - <https://www.olivotti.org/>

Social Cooperative Giuseppe Olivotti is active in many fields including planning and realization of social-educative services for italians and migrants; Therapeutic-rehabilitative activities for social recovery of disadvantaged people, Training and advising services in social field for Italians and migrants Professional training courses and job orienting for Italians and migrants.

- **Folkuniversitetet (partner) (FU)** - STIFTELSEN_KURSVERKSAMHETEN VID U-AUNIVERSITET – Sweden - <https://www.folkuniversitetet.se/>

FOLKUNIVERSITET (FU) is an education association established nationally in Sweden which activities include study circles, language and arts courses, activities for job seekers, higher vocational training etc. FU aims to be a meeting place for people's free search for knowledge; for learning and cultural experiences

BEST PRACTISES - ITALY

1

TITLE/NAME OF THE TOOL, BEST PRACTISE	Women's empowerment, integration and participation (WEIP)
INTRODUCED BY	KARAT Coalition, Differenza Donna, Red Acoge, Latin American Women's Rights Service / AMIF
TARGET GROUP / SIZE	1730 migrant and refugee women in four EU countries (Italy, Spain, Poland, UK)
OBJECTIVES	WEIP is focused on providing new and recent migrant and refugee women (MRW) with a better start to life in EU and improving their chances of integration in the host countries (Spain, Italy, Poland, UK) by increasing their skills, access to services and employment opportunities.
TYPE OF BEST PRACTICES (e.g. <i>methods, websites, web/mobile application, training programmes, awareness raising campaigns, guides, etc.</i>)	<ul style="list-style-type: none"> tailored language classes in English, Spanish, Italian and Polish skills training to support job search and 40 offered work experience placements individual and tailored advice on accessing education, healthcare, housing, labour rights, welfare support and specialist advice on violence against women and girls depending on the specific needs training for professionals and front-line workers to improve services and support for MRW creation of posters and leaflets hung in many buildings of organisations involved with migrant and refugee women, including consulates and embassies use of advocacy and communications plan. This includes the use of social media such as Facebook and Twitter, and the websites of the organisations involved in the project
METHODS, DESCRIPTION, STEPS OF IMPLEMENTATION	<ul style="list-style-type: none"> - introductory language courses - events on cultural integration - women were shown where and how to look for suitable jobs, how to access healthcare and to find adequate housing. - helping women to find volunteer work. - specialist care and advice for close to 100 women and girls who had been beaten and abused. - in all these activities, the project made available crèche services, enabling single mothers to participate in the activities and integrate into the wider community.
EXPECTED IMPACT (ON LOCAL AND REGIONAL LEVEL)	<ul style="list-style-type: none"> provide new and recent migrant and refugee women with better start to life in four EU countries (Italy, Poland, Spain, UK) and improve their chances of integration in the

	<p>host country by increasing their skills, access to services and employment opportunities.</p> <ul style="list-style-type: none"> transfer knowledge and build capacity on the successful integration of migrant and refugee women with front-line service providers, professionals and organisation working with them at national and EU levels. The project involves doctors, nurses, police officers, and politicians to allow them to have a better understanding of migrant and refugee women
RESULTS	The project reached out to some of the most vulnerable refugee and migrant women. These are recently arrived women who face language barriers, or who endured abuse at home, or are stricken by poverty. These women have now made their first steps to adapt to their host country.
STRENGTHS	<ul style="list-style-type: none"> - Individualised plan - size of the target group - involvement of other professional figures other than social workers - creche services - different type of support regarding not only the integration in the labour market
WEAKNESSES	Materials related to the tools are not available
LINK, CONTACT	sab_frasca@virgilio.it , lucila@lawrs.org.uk , alma@lawrs.org.uk , https://www.differenzadonna.org/en/international-projects/ , https://ec.europa.eu/home-affairs/system/files/2019-12/06_factsheet-amif-extra-care-migrant-refugee-women.pdf
DURATION	January 2017 – January 2019
COSTS	510 576 Euro
MATERIALS, TOOLS, DOCUMENTS, HANDOUTS RELATED TO THE TOOL	/

2

TITLE/NAME OF THE TOOL, BEST PRACTISE	EUMENTORSTEM: Creation of a European e-platform of MENTORing and coaching for promoting migrant women in Science, Technology, Engineering and Mathematics
INTRODUCED BY	Alma Mater Studiorum – Università di Bologna (Italy), Greek women engineering association (GR), Obudai Egyetem (HU), Inova Consultancy LTD (UK), WITEC SWEDEN (SW) / Erasmus+
TARGET GROUP / SIZE	120 migrant women, 80 professionals, 270 stakeholder organizations, 97 more professionals participating in the online survey delivered by UNIBO
OBJECTIVES	The objective is to promote the performance, learning and development of women with a migrant background to strengthen their careers in STEM

	<p>jobs in Europe. The project aims at developing and testing innovative materials on mentoring and coaching targeting migrant women with a STEM background and the professionals working with them.</p>
<p>TYPE OF BEST PRACTICES <i>(e.g. methods, websites, web/mobile application, training programmes, awareness raising campaigns, guides, etc.)</i></p>	<ul style="list-style-type: none"> • EUMentorSTEM Trainer’s KITS (for training mentors) in Italian, Swedish, Hungarian, Greek, English: it focuses on the elaboration of training toolkits and materials for professionals intercepting migrant women with a STEM background. • EUMentorSTEM Learner’s Kit (for mentoring and coaching mentees) in Italian, Swedish, Hungarian, Greek, English: it includes tools and exercises that support migrant women developing their soft skills and job search techniques, thus increasing their chances to succeed in the labor market • EUMentorSTEM virtual hub: virtual platform where the Learner’s and Trainer’s kit are available in 5 languages (English, Greek, Hungarian, Italian; Swedish) • interactive booklets of the kits • pilot training • workshop fostering the employability of migrant women in STEM fields • Training for professionals to increase their skills in promoting migrant women’s career in the STEM sector
<p>METHODS, DESCRIPTION, STEPS OF IMPLEMENTATION</p>	<p>Collaborative assessment phase IO-1 Collaborative Diagnostic Assessment: aimed at increasing the understanding of the training needs of the project beneficiaries</p> <p>Production phase - IO-2 EUMENTORSTEM Trainer’s Kit (for training mentors - IO-3 EUMENTORSTEM Learners’ Kit (for mentoring and coaching mentees) Development and testing of training kits for migrant women and professionals</p> <p>Virtual engagement phase IO-4 EUMENTORSTEM virtual hub for learning and community: creation of an online open hub to make available the training materials across Europe</p>
<p>EXPECTED IMPACT (ON LOCAL AND REGIONAL LEVEL)</p>	<p>The impact of the project was expected to be significant both numerically and in terms of empowering/building capacity of target groups. The project was expected also to strengthen the links between female migrants and the European STEM labor market in need of skills and diversity, focusing on the social inclusion of adults through the provision of effective outreach, guidance, and motivation strategies in the form of M&C and extending and developing professionals’ competences</p>
<p>RESULTS</p>	<p>/</p>
<p>STRENGTHS</p>	<ul style="list-style-type: none"> - innovative in contents, responding to specific needs of migrant women looking for a career in STEM in Europe - bottom-up logic, developing materials based on a diagnostic assessment of beneficiaries’ training needs - combination of M&C and action learning

	<p>intersectional approach</p> <p>- interactive methodology</p>
WEAKNESSES	<p>- results are not available</p> <p>- very specific target group</p> <p>- activities related only to the labor market which do not consider other difficulties that immigrants women may face related, for example, to language or culture</p>
LINK, CONTACT	<p><https://www.unibo.it/en/international/european-projects-of-education-and-training/eumentorstem-creation-of-a-european-e-platform-of-mentoring-and-coaching-for-promoting-migrant-women-in-science-technology-engineering-and-mathematics > ,</p> <p><https://ec.europa.eu/programmes/erasmus-plus/projects/#search/result/keyword=EUMentorSTEM > ,</p> <p><https://ec.europa.eu/programmes/erasmus-plus/projects/eplu-project-details/#project/2017-1-IT02-KA204-036520></p>
DURATION	24 months, 01/11/2017 – 31/10/2019
COSTS	284.447 euro
MATERIALS, TOOLS, DOCUMENTS, HANDOUTS RELATED TO THE TOOL	<ul style="list-style-type: none"> • EUMentorSTEM virtual hub for learning and community • EUMentorSTEM Trainer’s Kit • EUMentorSTEM Learner’s Kit • Comparative reports on process, contents and lessons learnt from IO2 and IO3 EUmentoring pilots’

3

TITLE/NAME OF THE TOOL, BEST PRACTISE	EMBRACE Enhancement of migrants’ abilities and recognition of their acquired competences in Europe
INTRODUCED BY	En.A.I.P Piemonte, Maison Familiale Rurale Ventavon, Selbsthilfewerk fur interkulturelle Arbeit, VIFIN, Pressure Line, Consorzio per la Formazione, l’innovazione e la Qualità – CFIQ, TRADIGENIA SL, Oxalis / Erasmus+
TARGET GROUP / SIZE	Citizens coming from extra-EU countries
OBJECTIVES	The objective of the project is to structure and test a transnationally recognized methodology to identify, document, and validate non-formal and informal competences acquired by migrants coming from extra-EU countries or in other EU countries to improve migrant’s opportunities for entering the European labor market
TYPE OF BEST PRACTICES <i>(e.g. methods, websites, web/mobile application, training programmes, awareness raising campaigns, guides, etc.)</i>	<ul style="list-style-type: none"> • elaboration and experimentation of a specific procedure, based on “migrant-friendly” tools and on intercultural approaches • methodology based on the awareness that people from third countries constitute a plural universe of individuals, families and communities that cannot in any way be seen as a homogeneous whole
METHODS, DESCRIPTION, STEPS OF IMPLEMENTATION	IO-1: catalogue of professionals profiles and skills required in EU and in the agri-food sector

	<p>IO-2: development of a methodological approach for the recognition and validation of skills in the agri-food sector with reference to citizens from third countries</p> <p>IO-3: development of the Certification Toolkit for Experts and Operators which provides tools and a step-by-step guide to support migrants with finding a new or better job through identification and validation of their skills</p>
EXPECTED IMPACT (ON LOCAL AND REGIONAL LEVEL)	The expected impact of the project is to improve migrants' opportunities for entering the European labor market
RESULTS	The project addressed the challenges that migrants face regarding their professional inclusion and strived to contribute to a more inclusive and cohesive society and to a better well-being among citizens, linking together economic development and social cohesion. The project also raised awareness that an effective skills validation system could improve the supply demand matching a foster a long-term professional inclusion based on the actual skills and competences of individuals. That also encouraged a higher level of transparency of the acknowledgements and promoted the transferability of competences between sectors and companies also at EU level.
STRENGTHS	<ul style="list-style-type: none"> - validation of formal and informal skills - inclusion based on actual skills - focus on what is needed in the European labor market - different approach according to countries or origins and specific needs
WEAKNESSES	<ul style="list-style-type: none"> - Specific for the agri-food sector - does not focus specifically on women - activities related only to the labor market which do not consider other difficulties that immigrants women may face related, for example, to language or culture
LINK, CONTACT	< Erasmus+ project card Erasmus+ (europa.eu) > , < About the project (embraceproject.eu) >
DURATION	September 1 st 2016 – August 31 st 2019
COSTS	400423.91 euro
MATERIALS, TOOLS, DOCUMENTS, HANDOUTS RELATED TO THE TOOL	<p>The material produced are:</p> <ul style="list-style-type: none"> • Guidelines on the embrace skills identification and validation process: ment to carry all the methodological principles of the Embrace project • Toolkit of identification and validation process • Catalogue of Professional Needs-Approach to Professional Profiles in Agri-Food Sector: consists of two sections: cataloguing of needs, profiles and professionals skills and the appendix with results about system comparison <p>They can be freely accessed and used via the project website</p>

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TITLE/NAME OF THE TOOL, BEST PRACTISE	Kaleidoscope: supporting female migrant entrepreneurs
INTRODUCED BY	Consorzio Matrehub industrie culturali e creative, Vaasa University of Applied Sciences, Muova, Elan Interculturel, Inova consultancy / Erasmus+
TARGET GROUP / SIZE	Migrant women residing in the EU
OBJECTIVES	Foster the development of entrepreneurial skills and soft skills necessary to create a business
TYPE OF BEST PRACTICES <i>(e.g. methods, websites, web/mobile application, training programmes, awareness raising campaigns, guides, etc.)</i>	Development entrepreneurship training which focuses especially on soft skills needed in entrepreneurship and that is particularly tailored to the needs of migrant women. The training is delivered face-to-face and on the social learning platform as blended learning using a mix of methods from basic theory of the topic, workshop, action learning, e-learning to personal coaching. The non-formal nature of training and the flexibility in its delivery ensures that learners' cultural needs and learning styles are being addressed and that the educational background does not limit the participation in training
METHODS, DESCRIPTION, STEPS OF IMPLEMENTATION	During the first phase of the project has been developed, through a research work, the Kaleidoscope Competence Framework for entrepreneurial support of migrant women. During the project, the Kaleidoscope training was piloted in all partner countries with 54 migrant women of 29 nationalities and four continents.
EXPECTED IMPACT (ON LOCAL AND REGIONAL LEVEL)	Improvement of the labor market integration through self-employment of migrant women. Help migrant women to reach their full potential while fostering the creation of added value, innovation, productivity, and integration in their host countries
RESULTS	The women felt that the training was highly useful, appropriate, and relevant, empowering and increasing their self-belief, and that it helped them during their first steps towards entrepreneurship and in understanding their potential. All the participants showed an increase in mastering entrepreneurial soft skills. The training and the handbook were evaluated positively also by the stakeholders. The Kaleidoscope training addressed well to the needs of all migrants
STRENGTHS	- blended delivering of trainings which allow the participation of more women - delivery flexibility
WEAKNESSES	- specific for migrant entrepreneurs - activities related only to the labor market which do not consider other difficulties that immigrants women may face related, for example, to language or culture
LINK, CONTACT	< Erasmus+ project card Erasmus+ (europa.eu) >, < Results - Kaleidoscope Project >, < Integrare le donne migranti educandole alla creazione di impresa - Consorzio Materahub >

DURATION	01-09-2017 / 31-08-2019
COSTS	203045 Euro
MATERIALS, TOOLS, DOCUMENTS, HANDOUTS RELATED TO THE TOOL	Dissemination material, the Kaleidoscope Competence Framework for entrepreneurial support of migrant women, Kaleidoscope training package, Self-learning manual, Self-Learning Manual Extended Version of The Different Steps of Creating Your Own Business

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TITLE/NAME OF THE TOOL, BEST PRACTISE	Commit, Competenze Migranti in Toscana
INTRODUCED BY	Settore Lavoro della Regione Toscana, Artl Agenzia regionale Toscana per l'impiego, Anci Toscana, Consorzio Metropolis scs onlus, Fil Formazione innovazione lavoro srl, Servizi Lavoro società consortile e responsabilità limitata, Solidarietà Caritas / FAMI
TARGET GROUP / SIZE	Foreign citizens
OBJECTIVES	Strengthening of the territorial system for job inclusion, focusing in particular on involving migrants, asylum seekers and holders of international protection through the qualification of services for career guidance, and the consolidation of forms of collaboration between actors public, private social and entrepreneurial fabric, thus encouraging their emancipation from the reception system and enhancing their presence as an opportunity for the entire local productive fabric
TYPE OF BEST PRACTICES <i>(e.g. methods, websites, web/mobile application, training programmes, awareness raising campaigns, guides, etc.)</i>	<ul style="list-style-type: none"> • Empowerment of the career guidance services system: activation of paths to enhance public career guidance services. Design of support tools for CPI operators and reception center operators to facilitate the work placement of third country citizens • Profiling, transparency, and support for job placement: a series of experiments for a structured and effective take-over by the career guidance services. Within the employment centers in Tuscany, welcome paths, taking charge, transparency and validation of skills, accompaniment and scouting of companies are activated • Consolidation of the integrated governance model: it provides for actions aimed at consolidating the governance system on the issue of job placement of citizens of Third Countries, through the establishment of territorial tables for planning, sharing, and networking of experiences. Strengthening of PUAs as central points of the integrated system and strengthening of the IDOL information system

	<ul style="list-style-type: none"> Strengthening the private public network for job inclusion: activation of paths for the analysis of skills, needs of the territory and involvement of public - private networks. It provides for the creation of accompanying paths to work placement and the production of tools aimed at promoting their effectiveness. Contrast black work
METHODS, DESCRIPTION, STEPS OF IMPLEMENTATION	/
EXPECTED IMPACT (ON LOCAL AND REGIONAL LEVEL)	The expected impact is to make the CPI activities more effective by supporting the transparency of skills for this target audience, to consolidate collaboration with the reception system thanks to dedicated empowerment activities, to implement an integrated governance model through the strengthening of linguistic mediation services and the network of access points for integrated management, to involve the local entrepreneurial fabric through pilot projects at local level
RESULTS	/
STRENGTHS	<ul style="list-style-type: none"> - collaboration between different sectors - involvement of private and public sector - fights against black work
WEAKNESSES	<ul style="list-style-type: none"> - does not target specifically women - results are not available - activities related only to the labor market which do not consider other difficulties that immigrants women may face related, for example, to language or culture
LINK, CONTACT	<Fami 2014-2020, il progetto Commit "Competenze migranti in Toscana" - Regione Toscana>, <PROGETTO COMIT - Competenze Migranti in Toscana - In Evidenza - Arti>
DURATION	October 2019 – December 2021
COSTS	1 900 000 Euro
MATERIALS, TOOLS, DOCUMENTS, HANDOUTS RELATED TO THE TOOL	5 videos in Italian, English, French, Arab, and Urdu to inform foreign citizens about the Italian job market

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TITLE/NAME OF THE TOOL, BEST PRACTISE	Move On: Migration & Gender: Vocational and Educational counseling
INTRODUCED BY	Independent Academic Research Studies International Institute, Stowarzyszenie Interwncji Prawnej, Anziani e non solo società cooperative sociale, Sort Fundacio de dones fundacio privada, Kentro merimnas Oikogeneias Kai Paidiou, Associazione Progetto Arcobaleno Onlus, Beramì berufliche Integration e.V / Erasmus+
TARGET GROUP / SIZE	Immigrants

OBJECTIVES	<p>The objective of the project is to contribute to strengthening the skills and capacities of adult learners in the participating organization, countries and across Europe with the goal of enhancing their skills and knowledge in providing the right career guidance and counseling to EU migrants paying particular attention issues impacting on gender and culture</p>
TYPE OF BEST PRACTICES <i>(e.g. methods, websites, web/mobile application, training programmes, awareness raising campaigns, guides, etc.)</i>	<p>The project exchanged hidden, local best practices that have proven to help address gender inequality and the marginalization of EU migrants. using a user-led methodology and through the creation of an evidence base, the project has designed and implement effective strategies and high-quality learning opportunities for enhancing basic skills of relevant learners in the participating organizations, countries and across Europe</p> <ul style="list-style-type: none"> • State of the art gender and diversity sensitive educational and counseling methods • Gender and diversity sensitive career guidance and counseling for migrants: teaching program and material • Catalogue of profile requirements for a gender and culturally sensitive career advising
METHODS, DESCRIPTION, STEPS OF IMPLEMENTATION	<ol style="list-style-type: none"> 1) Give staff of partner organizations the opportunity to participate to a dedicated and proven accredited training program concerning gender and culturally sensitive guidance services to migrants 2) Share of the knowledge and successful practices across Europe concerning methods currently in use in the partner countries 3) Identification of the profile requirements of career advisors for migrants paying particular attention to issues of gender and culture
EXPECTED IMPACT (ON LOCAL AND REGIONAL LEVEL)	<p>The expected impact is the improvement of the integration of migrants in the European labor market, in particular for disadvantage categories like women.</p>
RESULTS	<p>/</p>
STRENGTHS	<ul style="list-style-type: none"> - focus on gender and culture - exchange of best practices
WEAKNESSES	<ul style="list-style-type: none"> - results are not available - insufficient focus on labor market and on migrants' skills
LINK, CONTACT	<p><www.moveonproject.org/about-the-project/>, <Erasmus+ project card Erasmus+ (europa.eu)></p>
DURATION	<p>01-10-2015 / 30-09-2017</p>
COSTS	<p>214951.6 Euro</p>
MATERIALS, TOOLS, DOCUMENTS, HANDOUTS RELATED TO THE TOOL	<ul style="list-style-type: none"> • Move on training handbook: Catalogue of profile requirements for a gender and culturally sensitive career advising; Gender and Diversity: A teaching programme for migrants' career guidance and counseling • Comparative report and executive summaries: Time to move on – A comparative study into gender, migration and counselling in Europe

	<ul style="list-style-type: none"> National reports: Time to move on – A comparative study into gender, migration and counselling in Europe
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TITLE/NAME OF THE TOOL, BEST PRACTISE	WhomeN – Active Socio-occupational integration of women at risk of social exclusion through the recognition of competencies and learning soft skills in order to offer New professional opportunities at home society
INTRODUCED BY	Fundacion Aljaraque, Latvian Adult Education Association, Center Za Izobrazevanje In Kulturo Trebnje Javni Zavod, Association Generations, Landliche Erwachsenenbildung Thuringen e.V., EUROYOUTH Portugal, COSPE – Cooperazione per lo sviluppo dei paesi emergenti Onlus, Fundacion Juventud y Cultura, Asociatia Ecumenica A Bisercilor Din Romania / Erasmus +
TARGET GROUP / SIZE	Women at risk of social exclusion (immigrants, Long-term unemployed women, young women with low level of education, single mothers, unemployed women, over-45,...)
OBJECTIVES	The general objective of WhomeN Project is to offer new opportunities ad competences to adult women at risk of social exclusion for improving their qualifications and thus their levels of employability and integration into the society, mainly through innovative methodologies of recognition of skills and competences that include transversal and soft skills
TYPE OF BEST PRACTICES <i>(e.g. methods, websites, web/mobile application, training programmes, awareness raising campaigns, guides, etc.)</i>	<p>Development of an effective protocol for the evaluation of skills and competences based on EU guidelines for validation and recognition, ECVET and EQAVET tools.</p> <ul style="list-style-type: none"> Definition of specific training itinerary according to each prospective target group and each occupation Development of a protocol for the evaluation and recognition of skills and competences within the most common job roles developed by women at risk of social exclusion that includes tools for monitoring and quality assurance Design curricula and pedagogic material for employment advisers/officers on how to implement the protocol that includes special attention to soft skills and guidelines to introduce standards to respect for cultural diversity and gender equality Produce two courses for employment officers/trainers on how to implement the protocol in different contexts of competences background and with different target groups Disseminate the protocol in each partner country through guidelines and other methodological tools Implement training courses in each territory aimed to develop professional competences and soft skills for women according to specific training itineraries established by each partner Disseminate results, protocol and tools created at a transnational level

<p>METHODS, DESCRIPTION, STEPS OF IMPLEMENTATION</p>	<p>/</p>
<p>EXPECTED IMPACT (ON LOCAL AND REGIONAL LEVEL)</p>	<p>Professionalization of occupations commonly carried out by women at risk of social exclusion, and a better integration of these women that develop these jobs without official professional qualification but with a lot of experience and competences</p> <ul style="list-style-type: none"> • To give a European dimension to the process of recognition of professional competences and personal competences through soft skills that will allow these women with fewer opportunities to improve their socio-occupational integration process • Enhancing of intercultural and cross-sector cooperation among organizations involved in the partnership • Capacity building among professional (staff) from organizations in the exchange and transfer of know-how, transversal skills increase, tutoring and counseling, among other issues • Establishment of networks at EU level of organizations involved in training, education, cooperation, innovation and/or professional competences and soft skills recognition, among other topics • Design of an effective and usefulness tool aimed to the self-evaluation of personal competences and connecting with EU guidelines EQAVET and ECVET and that includes formal competences recognition process • Promote employment for women with fewer opportunities through the design of personalized itineraries to recognize professional and personal skills
<p>RESULTS</p>	<p>Partners declare that they all have reached the target group using different channels. The project has reached the initially persecuted impact and goals, building on innovative tools within the participating European regions to acquire validate and develop skills and competences needed for employability and personal fulfillment of women at risk of social exclusion. The project has also achieved several important societal impacts, such as implementation of a real transnational cooperation for sharing experiences and best practices, raising awareness, contributing to build vocational and social pedagogical competences of professionals. In the other hand, considering the duration of the project and the dynamic nature of their activities, an important challenge encountered by the partnership has been to be able of measuring the real impact of the project on migrant women and women 45+, an issue very difficult to solve in most of the times and most of the projects in any case. Nevertheless, some concrete numbers have been obtained till the date, reflecting that WhomeN project has reached important impacts in terms of number organizations and users actively involved</p>
<p>STRENGTHS</p>	<ul style="list-style-type: none"> - methodology based on EU guidelines - differentiated trainings for specific target groups - valorization of non-official skills
<p>WEAKNESSES</p>	<ul style="list-style-type: none"> - activities related only to the labor market which do not consider sufficiently other difficulties that immigrants women may face related, for example, to language or culture - problems in measuring the real impact of the project

LINK, CONTACT	<Erasmus+ project card Erasmus+ (europa.eu)> , < WhomeN - Active Socio-occupational integration of Women at risk of social exclusion through the recognition of competences and learning soft skills in order to offer New professional opportunities at home society Euroyouth>, < WhomeN – Opportunities for Qualified WhomeN in the EU>
DURATION	02-10-2017 / 01-04-2020
COSTS	262207.58 Euro
MATERIALS, TOOLS, DOCUMENTS, HANDOUTS RELATED TO THE TOOL	Protocol for the evaluation and recognition of soft skills and competences for women at risk of social exclusion (Bulgarian, German, Italian, Latvian, Portuguese, Romanian, Spanish), Qualitative study on training needs of women at risk of social exclusion in the EU (Bulgarian, German, Italian, Latvian, ortuguese, Romanian, Slovenian, Spanish, English; Whomen Platform for soft skills self-assessment and other resources, Project Whomen Final quality assurance evaluation report

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TITLE/NAME OF THE TOOL, BEST PRACTISE	MEP
INTRODUCED BY	Fondazione Adecco, UNHCR
TARGET GROUP / SIZE	Migrants with international protection, with a particular attention to refugees women in disadvantaged conditions
OBJECTIVES	The objective of the project is the promotion of the working inclusion of refugees also through the realization of new instruments for the reception system operators. The project has two sub-objectives engaging two categories of beneficiaries: medium-high employability refugees, and refugees women in situation of vulnerability
TYPE OF BEST PRACTICES <i>(e.g. methods, websites, web/mobile application, training programmes, awareness raising campaigns, guides, etc.)</i>	<p>- Modeling of the territorial mobility and housing process for ten refugees with high employability on the national territory through the development of an identification instrument able to identify the soft and hard characteristics of professional profiles of refugees and of their employability</p> <p>- Targeted theoretical and practical training for reception operators through the co-conduct of an orientation group with a narrative approach of refugee women in conditions of vulnerability through:</p> <ul style="list-style-type: none"> • Participatory group interview: aimed at co-constructing the training intervention • Group training of 30 hours: aimed at transferring the accompanying methodology to job inclusion through modules dedicated to conducting the narrative group orientation, skills assessment, corporate partnership, skill audit; • Field experimentation of the skills acquired through co-conducting in co-presence with the teacher of a group orientation course of 20 hours dedicated to refugee women in vulnerable conditions;

	<ul style="list-style-type: none"> • Application of the skills assessment with coaching activities by teachers; • Inclusion coaching
<p>METHODS, DESCRIPTION, STEPS OF IMPLEMENTATION</p>	<ul style="list-style-type: none"> - recognize previous experiences and knowledge / skills (including potential) of the beneficiaries to improve the response to professional opportunities consistent with the profile held and / or the role exercised in the country of origin - facilitate the recovery of work capacity, understood both as the re-acquisition of skills and possibly a professional dimension, and as a reduction of the "dystonia" that easily derives from perceiving oneself on the margins of the world of work - prevent wage dumping and the leveling of refugee professionalism on low-skilled job profiles - reduce the presence and effect of stereotypes of a professional and cultural nature referring to persons entitled to international protection - reduce professional instability, the risk of contractual irregularities, unemployment / unemployment with the consequent phenomena of social hardship.
<p>EXPECTED IMPACT (ON LOCAL AND REGIONAL LEVEL)</p>	<p>The project intends to improve the employability of refugees and to make circulate the inclusion model</p>
<p>RESULTS</p>	<p>The project has allowed the labor integration of 48 people with international protection, including 27 women in vulnerable conditions. In addition, the development of skills of 21 operators involved in the reception system and projects was promoted, allowing them to train on innovative methodologies that can be used to increase the employability and integration of refugee women into the labor market. The project has also brought the world of large companies closer to the reality of the reception system for refugees and asylum seekers. Moreover, a train-the-trainer training model was defined, effectively tested, and made available in a relatively "unusual" area for the application of this type of approach such as the process of inclusion of migrants.</p>
<p>STRENGTHS</p>	<ul style="list-style-type: none"> - Past cooperation for a long period of time with UNHCR - innovative methodologies - high level of involvement and the coordination of the actors of the project, coming from different sectors - differentiation of the target group - address contractual irregularities - address problems related to self-perception and to stereotypes
<p>WEAKNESSES</p>	<ul style="list-style-type: none"> - Difficulties related to specific operative steps, for examples the creation of different paths for different beneficiaries - materials produced are not available - small target group - short duration - local - activities related only to the labor market which do not consider sufficiently other difficulties that immigrants women may face related, for example, to language or culture

LINK, CONTACT	< https://www.ismu.org/progetto-mep/ >, < https://fondazioneadecco.org/i-nostri-progetti/lavori-in-corso/mep/ >
DURATION	December 2018 – December 2019
COSTS	/
MATERIALS, TOOLS, DOCUMENTS, HANDOUTS RELATED TO THE TOOL	

9

TITLE/NAME OF THE TOOL, BEST PRACTISE	MIGREMPower: Itineraries and resources for migrants and refugees' empowerment and integration
INTRODUCED BY	Red 2 red consultores SL, Sudwind verein fur entwicklungspolitik und globale gerechtigkeit, Fundacion accion contra el hambre, wisamar bildungsgesellschaft gemeinnutzige gmbh, Centre for advancement of research and development in educational technology ltd-cardet, Associazione Nuovi lavori, Cooperativa Sociale San saturnino onlus, Associazione migration solidarite & echange pour le development / Erasmus +
TARGET GROUP / SIZE	Migrant and refugee, 342 participants and 26 professionals
OBJECTIVES	To contribute to migrants/refugees' social and labor integration in the hosting societies
TYPE OF BEST PRACTICES <i>(e.g. methods, websites, web/mobile application, training programmes, awareness raising campaigns, guides, etc.)</i>	/
METHODS, DESCRIPTION, STEPS OF IMPLEMENTATION	IO1) A study on integration policies and good practices offering the insights of the state-of-the-art of migrants and refugees both at European and partner countries level, selected Good Practices of social and labour integration and policy recommendations IO2) participants' first needs analysis, self-evaluation and balance of competences and qualifications IO3) Training Package with five modules in relation to the subjects of Computer Literacy, Linguistic Literacy, Citizenship and Social Skills, Communication and Personal Brand and Self-Employment IO4) Creation of the Guidelines for Employment Support focused on the organization of meetings with local employers, networking sessions and other employment supporting activities addressed to improve participants' employability and entrepreneurship
EXPECTED IMPACT (ON LOCAL AND REGIONAL LEVEL)	Promoting migrants and/or refugees' integration

RESULTS	<p>The participants benefitted from the itinerary, as they gained knowledge and information about local labor markets job research strategies, improved or acquired key skills such as communication and language, empathy, solidarity, tolerance, creativity, open-mindedness, a sense of respect, equality and diversity through interculturality, dialogue, exchanges, informal moments and debates, gaining self-confidence and motivation. The successful piloting of the itinerary demonstrated that social and labour integration paths for migrants/refugees are possible. Moreover, the itinerary has been considered as useful path for professionals as it provides a framework and tools that can be applied to all kinds of local and personal circumstances, thanks to its openness and high degree of flexibility. As well, by undertaking the piloting phase, partner organizations' staff members and professionals working with migrants/refugees could enrich their knowledge and competences, acquiring new skills for supporting the beneficiaries, finally expanding their local networks in the sector. Through accurate dissemination and exploitation campaigns carried out through the production and distribution of brochure, 4 newsletters, creation of the project web page, a Facebook page and LinkedIn group, 2 press releases, organization of 6 final conferences in each partner country, publication of articles and participation in related events, a total number of 190,431 stakeholders was reached.</p>
STRENGTHS	<ul style="list-style-type: none"> - sustainability perspective - Focus on the needs of the participants and on self-evaluation - Focus on computer skills
WEAKNESSES	<ul style="list-style-type: none"> - activities related only to the labor market which do not consider sufficiently other difficulties that immigrants women may face related, for example, to language or culture - not related to women specifically
LINK, CONTACT	<p>< https://ec.europa.eu/programmes/erasmus-plus/projects/eplu-project-details/#project/0e1f0b31-fac3-4e6f-8a13-da42e90b0d4c < https://migrempower.eu/it/about ></p>
DURATION	<p>01-09-2017 / 31-08-2019</p>
COSTS	<p>284763 Euro</p>
MATERIALS, TOOLS, DOCUMENTS, HANDOUTS RELATED TO THE TOOL	<ul style="list-style-type: none"> - Orientation and counselling handbook for migrants and refugees' self-evaluation competences - Training package for reinforcing migrants and refugees' competences and promoting their social and labor integration - Guidelines for planning and carrying out actions aimed at promoting migrants and refugees' employability

TITLE/NAME OF THE TOOL, BEST PRACTISE	Road To Integration – Refugee in Labour Market
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<p>INTRODUCED BY</p>	<p>Arco Forum; Mladeznicky parliament Stara Lubovna; Shelter international e.V.; Agencia local de juventude das beiras e serra da estrela, CRL; Stowarzyszenie Sfera Poland, Youth association Info front – Prilep, DreamTeam</p>
<p>TARGET GROUP / SIZE</p>	<p>Youth workers and young immigrants</p>
<p>OBJECTIVES</p>	<p>Help youth workers and young immigrants to find the right way of integration and use their skills in the labor market giving them the right tools and instrument to be able to find a job.</p>
<p>TYPE OF BEST PRACTICES</p> <p><i>(e.g. methods, websites, web/mobile application, training programmes, awareness raising campaigns, guides, etc.)</i></p>	<ul style="list-style-type: none"> - The project activity held in Madrid for all the 29 youth workers and youth activists who are working or are planning to work with refugees and their greater involvement in society / 7 days of full training covering the following topics: understanding the specifics of migration studies and the diversity of culture and the roots of their social exclusion; good practice models of social inclusion from participants' experience; gaining knowledge on education and employment models for refugees etc. - Training through a variety of methods such: brainstorm, teamwork, analyses, debates, reflection, inter-cultural dialogue, thematic meetings, roundtables, simulation, and role games - non-formal learning methodologies including study visits to non-governmental organisations and public institutions working in the field of migration, meetings with representatives of these organizations, project labs in forms of the team works for developing project ideas, networking activities for creating a sound and sustainable cooperation among participants, analysis of the existing best practices by presenting personal experiences and reflections of the participants, interactive sessions, debates and case studies. - participants are requested to create a fundraising planning calendar and to brainstorm ideas that they will include in the plan. They will work as one big group and together with the trainers they will create one common plan and way of tracking the results. - fundraising campaign
<p>METHODS, DESCRIPTION, STEPS OF IMPLEMENTATION</p>	<ul style="list-style-type: none"> • To raise competences of youth workers working on engaging the refugees in the labour market, by providing participants with tools and methods to do so (career consulting and others) • To developed youth workers knowledge regarding the specific situation of the refugees in Europe and their specific needs • To give participants broad information about potential opportunities for refugees regarding EU programs and worldwide for finding sustainable employment opportunity for a youth worker to meet some refugees and to get first-hand information about their problems and challenges in Europe. • To equip youth workers with effective tools and methods for being active career advisers of the young refugees and migrants • Participants to learn step by step process of organizing a fundraising campaign. • To improve youth organizations' capacity to work for/with migrants and refugees. • To develop Europe-wide partnerships for further Erasmus + projects of

	<p>the youth sector related to migration, migrants, and refugees.</p> <ul style="list-style-type: none"> • To exchange information and realities in the different countries of the participants to get a deeper understanding of the diversity of this topic.
EXPECTED IMPACT (ON LOCAL AND REGIONAL LEVEL)	<p>Equipping the youth workers and refugees with entrepreneurial skills which can help them to adapt well to other non-entrepreneurial careers and improve their lives and communities. The project intends to have an impact also on the personal growth. Further, the project will increase mobility and mutual cooperation among EU and Non-EU countries youth, enabling them to mediate on common values and principals with the inclusion of young people with fewer opportunities such as those who have the status of refugee or migrants. Export of the results in their organisations and communities. Creation of new contracts and networks, which will give the participants a possibility to create new projects and further disseminate the successful results of the project.</p>
RESULTS	/
STRENGTHS	<ul style="list-style-type: none"> - non-formal learning methodologies - intention of having an impact on personal growth - cooperation of the different actors
WEAKNESSES	<ul style="list-style-type: none"> - size of the target groups - duration of the project and of the activities - does not target specifically women - results and materials are not available
LINK, CONTACT	Erasmus+ project card Erasmus+ (europa.eu)
DURATION	01-06-2019 / 31-01-2020
COSTS	14347 Euro
MATERIALS, TOOLS, DOCUMENTS, HANDOUTS RELATED TO THE TOOL	/

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TITLE/NAME OF THE TOOL, BEST PRACTISE	Europe Employment Access
INTRODUCED BY	Elmhouse Childcare Ltd, Associazione culturale cooperazione internazionale Sud Sud, Asociatia Seviciul Apel / Erasmus+
TARGET GROUP / SIZE	Low-skilled migrants, refugees and asylum seekers, especially marginalized women
OBJECTIVES	The objective of the project is to make low-skilled migrants, refugees and asylum seekers, especially marginalized women employable. These people need support not only in obtaining a recognized qualification and work experience in UK/Italy/Romania, but often they firstly need help in developing good literacy, numeracy, digital and media skills
TYPE OF BEST PRACTICES	/

<p>(e.g. methods, websites, web/mobile application, training programmes, awareness raising campaigns, guides, etc.)</p>	
<p>METHODS, DESCRIPTION, STEPS OF IMPLEMENTATION</p>	<ol style="list-style-type: none"> 1. To understand the barriers to attainment in adult education for low-skilled migrants, refugees and asylum seekers, especially marginalized women 2. To develop and implement a new learning and teaching methodologies and pedagogical approaches for language teaching by combining classroom-based teaching with out-of-classroom, virtual learning and open educational resources, promoting language skills, social mixing and European values 3. To grow the number of learners for the targeted groups that enroll in the project's adult education opportunities by increasing the civil dialogue and cooperation with relevant stakeholders 4. To develop and promote an online European e-learning center for teaching functional skills, digital skills and childcare, as well as European integration, cultural awareness, active citizenship, employment skills and media literacy available for both local people & those going to emigrate within the EU 5. To develop an on-line Learning Mentoring platform and a face-to-face Learning Mentoring programme where mentors and mentees will be able to work together, supporting the learning process and integration 6. To develop new methods and tools for in-service training for the teaching, administrative and managerial staff of the three partner organizations in order to improve their digital skills and skills for working with learners from the targeted backgrounds, by exchanging good practice between the partners, promoting peer-to-peer learning and better use of European resources for adult education
<p>EXPECTED IMPACT (ON LOCAL AND REGIONAL LEVEL)</p>	<p>/</p>
<p>RESULTS</p>	<p>/</p>
<p>STRENGTHS</p>	<ul style="list-style-type: none"> - approach addressing different needs of women, including the once related to culture and language - innovative approach for the language teaching - involvement of the civil society - blended formula training
<p>WEAKNESSES</p>	<ul style="list-style-type: none"> - few information about the project
<p>LINK, CONTACT</p>	<p>Erasmus+ project card Erasmus+ (europa.eu)</p>
<p>DURATION</p>	<p>01-09-2017 / 31-08-2020</p>
<p>COSTS</p>	<p>41110 Euro</p>

**MATERIALS, TOOLS, DOCUMENTS,
HANDOUTS RELATED TO THE TOOL**

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BEST PRACTISES - SWEDEN

TITLE/NAME OF THE TOOL, BEST PRACTISE	"Lulea ladder"
INTRODUCED BY	Folkuniversitetet, Department of International cooperation, Uppsala
TARGET GROUP / SIZE	Groups having longer distance to the labour market with focus on immigrant women
OBJECTIVES	Integration in labour market
TYPE OF BEST PRACTICES <i>(e.g. methods, websites, web/mobile application, training programmes, awareness raising campaigns, guides, etc.)</i>	Method for guidance
METHODS, DESCRIPTION, STEPS OF IMPLEMENTATION	<p>Implemented Folkuniversitetet Lulea, Public Employment Services (PES), municipality, non-governmental organisations and other stakeholders.</p> <p>The example ladder with 25 steps describes the process towards integration at the labour market for individuals who are long-term unemployed or represent disadvantaged groups having longer distance to the labour market such as immigrant women</p> <p>Not every step might be required. Some steps might be covered at the same time in one action. But for target groups which do have a great divergence to the labour market each of these small steps might be needed.</p>
EXPECTED IMPACT (ON LOCAL AND REGIONAL LEVEL)	<p>The last step of the ladder is education. However, the final objective is not education but employment:</p> <ol style="list-style-type: none"> 1. Goal and labour market orientation 2. Training job search skills 3. Mediation (to labour market) 4. Mediated in labour market
RESULTS	Higher percentage of clients getting individual help and support
STRENGTHS	The guidance is adjusted to people far away from labour market
WEAKNESSES	The method is based on Swedish model of Public Employment service, but can serve as example
LINK, CONTACT	Info.uppsala@folkuniversitetet.se
DURATION	Method developed and implemented within project of European project Igma1

COSTS	Costs for training in the method and material
MATERIALS, TOOLS, DOCUMENTS, HANDOUTS RELATED TO THE TOOL	Yes, available
TITLE/NAME OF THE TOOL, BEST PRACTISE	Korta vägen ("The short route")
INTRODUCED BY	Folkuniversitetet Sweden
TARGET GROUP / SIZE	Immigrants with academic background. You must have a university degree or at least three years of academic studies from home. You must also be registered at Swedish Public Employment Service.
OBJECTIVES	Integration in labour market/trained for specific professions
TYPE OF BEST PRACTICES <i>(e.g. methods, websites, web/mobile application, training programmes, awareness raising campaigns, guides, etc.)</i>	Employment training program, with focus on professional language
METHODS, DESCRIPTION, STEPS OF IMPLEMENTATION	<p>Korta Vägen (Short route) is an education that increases your chances of getting a job that matches your education from your home country. The education is for people with exams or minimum of three years of university studies in countries that are not members of EU/EES. Korta vägen is an employment training course that Folkuniversitetet performs on behalf of Swedish Public Employment Service (PES) in cooperation with universities.</p> <p>The education is individualized and before admission you do a language test. You can participate even if you have not completed your Swedish for Immigrants, SFI. Korta Vägen is conducted at Folkuniversitetet and runs for 26 weeks, with a minimum of 2 weeks of work-place training.</p> <p>The program consists of different modules:</p> <ul style="list-style-type: none"> Skills assessments and job-fit analysis Professional coaching with in-depth guidance and counseling Civic orientation and Swedish working life Work-place training In-depth language training in Swedish for your profession.

EXPACTED IMPACT (ON LOCAL AND REGIONAL LEVEL)	Integration of newly arrived in labour market
RESULTS	Many of the participants get jobs after training
STRENGTHS	<p>The course is adapted to the need of the individual for:</p> <ul style="list-style-type: none"> • The specific vocabulary etc that is needed for the profession. • the skills assessment and coaching • the work-place training
WEAKNESSES	<p>Specifically reaching high educated,</p> <p>The difficult part is to find work-place training/apprenticeships.</p> <p>Lack of resources for guidance in the work place training</p>
LINK, CONTACT	https://www.folkuniversitetet.se/Arbetsmarknad/korta-vagen/korta-vagen-lund/korta-vagen-in-english/
DURATION	Every course lasts 26 weeks
COSTS	Normal costs for higher studies
MATERIALS, TOOLS, DOCUMENTS, HANDOUTS RELATED TO THE TOOL	info@folkuniversitetet.se

TITLE/NAME OF THE TOOL, BEST PRACTISE	Swedish for professionals, Sfx
INTRODUCED BY	Municipalities in Sweden
TARGET GROUP / SIZE	Newly arrived/ Professionals from other countries
OBJECTIVES	Faster integration in labour market
TYPE OF BEST PRACTICES <i>(e.g. methods, websites, web/mobile application, training programmes, awareness raising campaigns, guides, etc.)</i>	Training course
METHODS, DESCRIPTION, STEPS OF IMPLEMENTATION	Swedish for professionals, Sfx, is a collaboration of all the municipalities in Stockholm County, municipalities membership Greater Stockholm and the Stockholm County Administrative Board. Swedish for professionals is Swedish education with a focus on professional language. The aim is to shorten the time to work or entrepreneurship. In the current situation there are courses for eleven different occupations. In some SFX educations, you also get the opportunity to apprenticeships.

EXPACTED IMPACT (ON LOCAL AND REGIONAL LEVEL)	To shorten the time to work/faster integration into labour market
RESULTS	59 % of the fully trained students worked two years later (but not always with the profession they were trained for).
STRENGTHS	Language training adjusted to the specific professions for people already experienced in the field.
WEAKNESSES	Not always apprenticeships (which has shown to be a the main key to get employment). Only focus on language, not combination of other necessary skills which can be different in Sweden.
LINK, CONTACT	http://sfx.se/om-sfx/sfx-konceptet/
DURATION	Up to 18 months
COSTS	The courses are free for students and paid for by the municipality
MATERIALS, TOOLS, DOCUMENTS, HANDOUTS RELATED TO THE TOOL	https://sfx.se/kontakt/

TITLE/NAME OF THE TOOL, BEST PRACTISE	IGMA principles of client profiling
INTRODUCED BY	Folkuniversitetet within the european project Igma Femina
TARGET GROUP / SIZE	Migrant women
OBJECTIVES	Labour market integration/first step of labour market guidance
TYPE OF BEST PRACTICES <i>(e.g. methods, websites, web/mobile application, training programmes, awareness raising campaigns, guides, etc.)</i>	Method for labour market guidance and client profiling
METHODS, DESCRIPTION, STEPS OF IMPLEMENTATION	All clients are unique and have different histories, environments, values, cultures, ambitions, wishes and demands. Therefore, we must not assume that the client population is similar because of them belonging to one and the same target group. This often means that we need to collect that much information so we make action planning and to have good confidence in the usefulness of the interventions we plan. Each 11 steps/areas is presented in details.
EXPACTED IMPACT (ON LOCAL AND REGIONAL LEVEL)	Gathering this information, a client profile, for each client is essential that our intervention is effective. information that will help realistic goal orientation, progress and action planning.
RESULTS	Implemented in KISA project (European social fund project), the clients experienced more individual support

STRENGTHS	Focus on the individual and holistic approach of the client's life whole situation conditions, ambitions etc
WEAKNESSES	Demands a lot of resources and time
LINK, CONTACT	info@folkuniversitetet.se
DURATION	Implemented within KISA project between 2016-2018, but the method can be implemented anywhere in the beginning of labour market guidance
COSTS	Demands a lot of resources
MATERIALS, TOOLS, DOCUMENTS, HANDOUTS RELATED TO THE TOOL	Yes available

TITLE/NAME OF THE TOOL, BEST PRACTISE	Equality in establishment (name of the method and the project)
INTRODUCED BY	Swedish Public Employment Service (within European social fund project)
TARGET GROUP / SIZE	Newly arrived women and men
OBJECTIVES	Labour market integration of migrant women
TYPE OF BEST PRACTICES <i>(e.g. methods, websites, web/mobile application, training programmes, awareness raising campaigns, guides, etc.)</i>	Method for matching
METHODS, DESCRIPTION, STEPS OF IMPLEMENTATION	The method assesses and make visible the informal competences, motivation, and capacities. At the same, the employer's needs are investigated, and meetings arranged. Two main measures, guidance in groups for labour market orientation and individual mentorship for introduction and follow up.
EXPACTED IMPACT (ON LOCAL AND REGIONAL LEVEL)	To increase the participation of newly arrived in the labour market and to make this equal between men and women.
RESULTS	34 % of the women got work after at least three months in the project and 40 % of the men. No information about the educational level of participants, but probably it was easier for high educated.
STRENGTHS	Very good results, individual support and innovative
WEAKNESSES	Also a method in a project, which probably requires extra resources in the implementation in the authority. Only information from the authority itself, weaknesses might not be visible.
LINK, CONTACT	www.arbetsformedlingen.se

DURATION	Implemented in a project between 2018-2020 but PES have plans to continue with the method
COSTS	According to PES, no extra costs are required.
MATERIALS, TOOLS, DOCUMENTS, HANDOUTS RELATED TO THE TOOL	Not found

TITLE/NAME OF THE TOOL, BEST PRACTISE	“Sigrid-projektet”
INTRODUCED BY	PES, regions in Gävleborg and county administrative boards (European social fund project)
TARGET GROUP / SIZE	Immigrant women
OBJECTIVES	To increase participation of foreign born women in labour market
TYPE OF BEST PRACTICES <i>(e.g. methods, websites, web/mobile application, training programmes, awareness raising campaigns, guides, etc.)</i>	Training/method
METHODS, DESCRIPTION, STEPS OF IMPLEMENTATION	Mapping of competences, development of competences – contact with employers or studies – follow up. Working with different concept such as respect.
EXPACTED IMPACT (ON LOCAL AND REGIONAL LEVEL)	Goal was 30 % more participation in work, apprenticeships or studies among 50 women
RESULTS	Over 88 % was participated in work, apprenticeships or studies after the project
STRENGTHS	Individual support, contacts with employers, contact between participants and employers
WEAKNESSES	Project which ended, but good example
LINK, CONTACT	https://docplayer.se/111983581-Foljeforskning-av-projekt-sigrid.html
DURATION	3 years
COSTS	Costs covered by project budget (5,5 million USD)
MATERIALS, TOOLS, DOCUMENTS, HANDOUTS RELATED TO THE TOOL	

TITLE/NAME OF THE TOOL, BEST PRACTISE	Mirjam project
INTRODUCED BY	PES Östergötland

TARGET GROUP / SIZE	500 low educated immigrant women with max 10 years school background
OBJECTIVES	Studies or work for the women after establishment program (first two years in Sweden)
TYPE OF BEST PRACTICES <i>(e.g. methods, websites, web/mobile application, training programmes, awareness raising campaigns, guides, etc.)</i>	Method/training program
METHODS, DESCRIPTION, STEPS OF IMPLEMENTATION	Focus on labour market orientation, widen the knowledge about different professions to increase the chances of labour market integration – including guidance, study visits, personal coaches, contact between the women and employers and education in Swedish norms and values
EXPACTED IMPACT (ON LOCAL AND REGIONAL LEVEL)	Studies or work for the women after establishment program (first two years in Sweden)
RESULTS	Before the project ended, 35 women were in work or studies
STRENGTHS	Seeing the women as a resource, contacts with employers, guidance in groups, personal coaches
WEAKNESSES	Project which ended
LINK, CONTACT	https://nordicwelfare.org/integration-norden/exempel/mirjam-underlattare-etablering-pa-arbetsmarknaden-for-nyanlanda-kvinnor/
DURATION	3 years
COSTS	Cost covered by the budget of the project
MATERIALS, TOOLS, DOCUMENTS, HANDOUTS RELATED TO THE TOOL	

TITLE/NAME OF THE TOOL, BEST PRACTISE	KVISFI – Kvinnor i samverkan för integration (<i>Women in cooperation for integration</i>)
INTRODUCED BY	Municipality of Örnsköldsvik
TARGET GROUP / SIZE	Immigrant newly arrived women
OBJECTIVES	To help immigrant women to integrate in labour market and society
TYPE OF BEST PRACTICES <i>(e.g. methods, websites, web/mobile application, training programmes, awareness raising campaigns, guides, etc.)</i>	Method/training

METHODS, DESCRIPTION, STEPS OF IMPLEMENTATION	Help with contacts for apprenticeships, help women to make their voices heard in society, participate in organisations, to get self-sufficient, help them to show their competences
EXPACTED IMPACT (ON LOCAL AND REGIONAL LEVEL)	Increase participation in society and labour market
RESULTS	Increased participation in society, mostly through study circles with focus on language development
STRENGTHS	Discover the competences of women, such as different handicraft and start groups for this (also with focus on language) together with Swedish women
WEAKNESSES	More follow up needed
LINK, CONTACT	
DURATION	2-3 years
COSTS	
MATERIALS, TOOLS, DOCUMENTS, HANDOUTS RELATED TO THE TOOL	

TITLE/NAME OF THE TOOL, BEST PRACTISE	Project “Steget före” (One step ahead)
INTRODUCED BY	Six municipalities in cooperation with employers, church of Sweden, organisations and residents for asylum seekers
TARGET GROUP / SIZE	Newly arrived immigrants (asylumseekers)
OBJECTIVES	To occupy 6880 men and 6880 women, to increase the understanding of the Swedish language and culture through local contacts – to increase participation in labour market
TYPE OF BEST PRACTICES <i>(e.g. methods, websites, web/mobile application, training programmes, awareness raising campaigns, guides, etc.)</i>	Local development strategy/method
METHODS, DESCRIPTION, STEPS OF IMPLEMENTATION	<ul style="list-style-type: none"> To build cooperation and exchange of experiences between local actors Activities with local actors to strengthen the integration Implement a method to shorten the way to work, housing and social life To support the individual according to their specific needs <p>Method with four phases:</p> <ul style="list-style-type: none"> Group – Help with living, apprenticeship, work, social belonging Inspiration – study visits, lectures

	<ul style="list-style-type: none"> • Steget före, Spinoff – Activities with local actors • Individual – individual support with CV, contacts etc.
EXPACTED IMPACT (ON LOCAL AND REGIONAL LEVEL)	to increase participation in labour market through understanding of the Swedish language and culture through local contacts
RESULTS	No numbers available, but succesful
STRENGTHS	Individual support
WEAKNESSES	Large scale project
LINK, CONTACT	https://www.landsbygdsnatverket.se/pagang/natverkstraffochullbaggega2019/nomineradeforslag2019/nyanlandasdelaktighetilandsbygdsutveckling/stegetfore.4.255e9c5716d22f8c38b2dfad.html
DURATION	2017-2019
COSTS	Social fund project
MATERIALS, TOOLS, DOCUMENTS, HANDOUTS RELATED TO THE TOOL	

TITLE/NAME OF THE TOOL, BEST PRACTISE	"Integration genom arbete" (<i>Integration through work</i>)
INTRODUCED BY	Municipality of Åstorp
TARGET GROUP / SIZE	Newly arrived
OBJECTIVES	To fasten the integration process of newly arrived – to work and society generally
TYPE OF BEST PRACTICES <i>(e.g. methods, websites, web/mobile application, training programmes, awareness raising campaigns, guides, etc.)</i>	Training/method
METHODS, DESCRIPTION, STEPS OF IMPLEMENTATION	Combination of guidance through coaches, jobsearch activities, validation possibilities, apprenticeship
EXPACTED IMPACT (ON LOCAL AND REGIONAL LEVEL)	At least 45 % of the participants should have an occupation (work, study or apprenticeship) after 90 days. 90 % of the participant should experience increased possibility to get a work.
RESULTS	Expected impact were fulfilled and more
STRENGTHS	Included soft values such which gave increased understanding of Sweden and labour market in Sweden
WEAKNESSES	Too many consults companies involved

LINK, CONTACT	https://docplayer.se/132103-Integration-genom-arbete.html
DURATION	From year 2009 in different municipalities
COSTS	
MATERIALS, TOOLS, DOCUMENTS, HANDOUTS RELATED TO THE TOOL	

Best Practises – FRANCE

TOOL 1

TITLE/NAME OF THE TOOL, BEST PRACTISE	Jobseekers Creative Workshops
INTRODUCED BY	Ressources et Carrières Company
TARGET GROUP / SIZE	Jobseekers, young people, old people and disable people
OBJECTIVES	Help people to find a job, to build their self confidence, to prepare them for a job interview and learn how to create a CV or professional cover letter, a career assessment, etc.)
TYPE OF BEST PRACTICES	Short Group Training Sessions
METHODS, DESCRIPTION, STEPS OF IMPLEMENTATION	<p>This Training Pack includes 11 different workshops, which can be done separately.</p> <ul style="list-style-type: none"> - This Training Pack includes 11 different workshops, which can be done separately. <p>All of them propose a weekly schedule (5 days): physical classrooms where group work is used as the main pedagogical methodology.</p>
EXPECTED IMPACT	This tool can have a huge local impact
RESULTS	This tool can promote stable professional integration.
STRENGTHS	<ul style="list-style-type: none"> - Could also significantly affect the future of migration over the coming years
WEAKNESSES	<ul style="list-style-type: none"> - High french language required
LINK, CONTACT	Ateliers collectifs « demandeurs d'emploi » - Ressources et carrières (ressources carrieres.com)
DURATION	<p>11 workshops</p> <p>2 or 5 days - each one</p> <p>(6h per day)</p>
COSTS	<p>feed-based training</p> <p>Some financial help can be possible (it depends of individual situation)</p>

TOOL 2

TITLE/NAME OF THE TOOL, BEST PRACTISE	"Living and accessing employment in France" MOOC
INTRODUCED BY	FUN MOOC : FUN - Se former en liberté (fun-mooc.fr)
TARGET GROUP / SIZE	Migrant people - New arrivals
OBJECTIVES	This training is aimed at all people who wish to live in France, or have just settled there, and wish to better know the organization and functioning of France as host country.
TYPE OF BEST PRACTICES	Online training program - MOOC
METHODS, DESCRIPTION, STEPS OF IMPLEMENTATION	<p>This training is divided in seven-chapter, approximately 3 hours in total, splitted in small sequences (a few minutes each) where users can see and review at their own needs.</p> <p>This training program includes a succession of videos and interactive activities, with quizzes, offered throughout the course, to confirm and assess the knowledge acquired.</p> <p><u>Training lessons Plan:</u></p> <ul style="list-style-type: none"> • Chapter 1: "Discovering the public services" • Chapter 2: "The first steps" • Chapter 3: "Housing" • Chapter 4: "Accessing employment and entrepreneurship" • Chapter 5: "Access to Education and Schooling" • Chapter 6: "Healing Oneself" • Chapter 7: "Participating in social life"
EXPECTED IMPACT	National impact
RESULTS	This tool has reached out to some of the most vulnerable refugee and migrant people.
STRENGTHS	<p>Subtitled in many different languages: English, Arabic, Mandarin, Pashtun and Turkish.</p> <p>No limited dates for inscription (registrations open continuously)</p> <p>Open forum - exchanges with other participants</p>
WEAKNESSES	<p>Requires digital competencies what it can be a barrier</p> <p>Certificate not available</p>

TOOL 3

TITLE/NAME OF THE TOOL, BEST PRACTISE	Tactileo Digital Learning Platform
INTRODUCED BY	Tactileo, Maskott
TARGET GROUP / SIZE	Educators, Trainers, Teachers
OBJECTIVES	This platform permits learning how to create a dynamique, uniuq distance learning training and include also a teaching ban ressources.
TYPE OF BEST PRACTICES	Digital learning platform - Mooc - videos Digital Bank Ressources Digital Application to create distance learning programs/lessons
METHODS, DESCRIPTION, STEPS OF IMPLEMENTATION	This tool can be used with differently aims as: <ul style="list-style-type: none"> - to create dynamic virtual classes - to learn some digital pedagogical methodologies - to prepare a education quality certificated - to develop an learners evaluation methods - to consult and accede to educational resources
EXPECTED IMPACT	This tool can have a huge national impact.
RESULTS	There's already 5 million satisfied users as educators, social works, volunteers, etc.
STRENGTHS	<ul style="list-style-type: none"> - create your own modules and evaluation grids - Possibility to create share information with other users - Possibility to do a continuous evaluation
WEAKNESSES	<ul style="list-style-type: none"> - Some functionalities are not free - Requires a very good digital competencies
LINK, CONTACT	Platform link: Solution digital learning puissante et intuitive (tactileo.com) Contact: tactileo@maskott.com 04 71 09 66 63 www.maskott.com
DURATION	No applicable
COSTS	FREE access

TOOL 4

TITLE/NAME OF THE TOOL, BEST PRACTISE	“4 MOOCs for work” “MOOCs pour l'emploi”
INTRODUCED BY	MOOC Francophone , by Public National Job Center ‘Pôle Emploi’
TARGET GROUP / SIZE	All adults witch are: <ul style="list-style-type: none"> - looking for a job - needs advices and guidance in career assessment
OBJECTIVES	The aim of this online course is to prepare people for their professional integration in France.
TYPE OF BEST PRACTICES	Online open course
METHODS, DESCRIPTION, STEPS OF IMPLEMENTATION	<p>This online course is divided in 4 small MOOCs:</p> <ol style="list-style-type: none"> 1. A successful job interview and how to do a tracking job research <p>This is the whole purpose of this MOOC, which helps job seeker define their professional project while taking into account their skills, interests and market developments.</p> <ol style="list-style-type: none"> 2. Create a good CV and Motivation letter <p>This MOOC provides the appropriate methodology to optimize your job search, adopt good habits and choose the appropriate tools. A method that allows job seekers to search and select job offer corresponding to their profile.</p> <ol style="list-style-type: none"> 3. Organize job research and select a job offer <p>A MOOC through which the job seeker acquires the right reflexes allowing him to better understand the expectations of an employer and thus, to personalize his application.</p> <ol style="list-style-type: none"> 4. Build a professional project <p>Knowing how to present yourself, argue, identify the skills to be valued according to the position... these are the themes addressed for this 4th MOOC.</p>
EXPECTED IMPACT	National impact.
RESULTS	This tool has reached out to an important number of social workers and educators.
STRENGTHS	<ul style="list-style-type: none"> - The Moocs can be done independently of each other

TOOL 5

TITLE/NAME OF THE TOOL, BEST PRACTISE	Parl'emploi
INTRODUCED BY	This site has been created, developed and maintained thanks to the financial support of the European Integration Fund and Greta d Velay.
TARGET GROUP / SIZE	Newly arrived migrants
OBJECTIVES	Parlemploi aims to improve the mastery of the French language in relation to professional integration.
TYPE OF BEST PRACTICES	Training online course
METHODS, DESCRIPTION, STEPS OF IMPLEMENTATION	<p>14 training video capsules based on authentic videos to support your journey to employment in France.</p> <p>Parlemploi discusses the different moments of a job search in France using videos. 14 key stages are covered, grouped into four areas:</p> <ul style="list-style-type: none"> - the person, his skills and his knowledge - the person in his new environment - actual job research - the person and the job. <p>Each step is made up of a capsule which brings together around a short video, subtitled in French, numerous online exercises, concrete case studies to be carried out on paper as well as numerous informative elements.</p> <p>Following these 14 steps should enable the migrant to familiarize himself with the subject dealt with, to acquire the vocabulary, the syntax and the appropriate attitude to lead his career toward employment in France with more chances of success.</p>
EXPECTED IMPACT	Impacts at local level if shared and communicated with local partners.
RESULTS	This tool has reached out to some of the most vulnerable refugee and migrant people recently arrived.
STRENGTHS	<ul style="list-style-type: none"> - Each module has its own video transcription, special exercises and some authentic printable documents (pdf format)
WEAKNESSES	<ul style="list-style-type: none"> - Requires an intermediate French language level (

TOOL 6

TITLE/NAME OF THE TOOL, BEST PRACTISE	“Creator of a micro-enterprise”
INTRODUCED BY	FunMOOC
TARGET GROUP / SIZE	Adults interested in the creation of a micro-entreprise
OBJECTIVES	Explain the conditions for the creation of micro-enterprises, the rights and obligations of micro-entrepreneurs as well as the formalities to be completed by them.
TYPE OF BEST PRACTICES	Online open course - MOOC
METHODS, DESCRIPTION, STEPS OF IMPLEMENTATION	<p>This MOOC has three sessions and will take place over three weeks: Each session consists of:</p> <ul style="list-style-type: none"> - a video lasting about 15 minutes illustrated with diagrams; - a quiz to obtain a certificate of successful completion. <p>Lesson Plan</p> <p>Week 1: Before we start...</p> <p>Week 2: My rights and obligations</p> <p>Week 3: How and when to fulfill my obligations?</p>
EXPECTED IMPACT	Local Level - entrepreneurship can be a very good solution for migrant women integration in the labor market
RESULTS	This tool has reached out to thousands of adults interested in the development of their own business.
STRENGTHS	<ul style="list-style-type: none"> - Short duration - Juridical context
WEAKNESSES	<ul style="list-style-type: none"> - French language level (intermediate) - Digital competencies required
LINK, CONTACT	Link: Créateur d'une micro-entreprise (fun-mooc.fr)
DURATION	<p>Duration: 3 weeks</p> <p>Effort: 3 hours</p> <p>Pace: 1 hour/week</p>
COSTS	FREE
MATERIALS, TOOLS, DOCUMENTS, HANDOUTS RELATED TO THE TOOL	

TOOL 7

TITLE/NAME OF THE TOOL, BEST PRACTISE	SEESI Online Course
INTRODUCED BY	SEESI Erasmus+ Project : ACH (UK – coordinator) Folkuniversitete (Sweden) FISPE (France) Ballymun Job Centre (Ireland) Rinova (UK) Dimitra (Greece)
TARGET GROUP / SIZE	<p>‘in-community’ Support Workers, who are often the first contact point for refugees and migrants meet in their new host country</p> <p>and</p> <p>Social workers, trainers, educators</p> <p>and</p> <p>Migrants how speak already french language</p>
OBJECTIVES	<p>The online training provides guidelines for more efficient integrate services for newly arrived refugees and migrants entering into th host countries and on how to work with the SEESI Life Befor Language (LBL) approach for enhanced socio-economic integratio of refugees and humanitarian migrants.</p> <p>The Life Before Language (LBL) methodology, training and tools ar used to exploit the skills and abilities of the In-Community Suppor Workers, while also giving them opportunities and information o how they can utilize their skills to gain access into the labor marke</p>
TYPE OF BEST PRACTICES	Online course / training and Printable Handbooks
METHODS, DESCRIPTION, STEPS OF IMPLEMENTATION	<p>SEESI Training is divided into three main areas and differen modules, with some exercises to review knowledge at the final c each unit.</p> <p><u>SEESI Online Course</u></p> <p>Module 1: Civic Participation and awareness</p> <p>1 General Knowledge</p> <p>2 Republican and European Values</p> <p>3 French Education System</p> <p>4 Community life and Citizen Participation</p> <p>Modele 2:Employment rights and opportunities</p> <p>1 General information</p> <p>2 Employment and Labor Market</p> <p>3 Training and Studying</p>

TOOL 8

TITLE/NAME OF THE TOOL, BEST PRACTISE	Professional Action Plan
INTRODUCED BY	FISPE
TARGET GROUP / SIZE	Migrant Adults
OBJECTIVES	The aim of this tool is to create a action plan with a precis professional objective and with the detail of short, medium and lon term tasks to achieve it: name, involved stakeholders, contact: deadlines, etc
TYPE OF BEST PRACTICES	Professional Action Plan Framework
METHODS, DESCRIPTION, STEPS OF IMPLEMENTATION	This tool can be used by everyone who needs to organize the professional changes and as a supplement for a skills assessment: <ol style="list-style-type: none"> 1. Write shortly and clearly the professional aim 2. Insert, if defined, a second option for the professional aim 3. Insert by priority of time and in a logic order the task: name, involved stakeholders, contacts, deadlines, etc, a things progress
EXPECTED IMPACT	This tool can have a local impact, if shared with local partners.
RESULTS	Acceleration of the integration process. This tool has reached out to some of the most vulnerable refugee and migrant people.
STRENGTHS	- Clarity and guided follow-up of the different steps for professional integration
WEAKNESSES	- Requires digital competences - Requires a intermediate french language
LINK, CONTACT	Not available online, FISPE should send it fispe.projects@gmail.com
DURATION	Must be updated throughout the period until the goal is reached.
COSTS	FREE
MATERIALS, TOOLS, DOCUMENTS, HANDOUTS RELATED TO THE TOOL	

TOOL 9

TITLE/NAME OF THE TOOL, BEST PRACTISE	Pas à Pas (Step by Step) - How to find job offers on the internet using the national job center website?
INTRODUCED BY	Pôle Emploi (National Job Center)
TARGET GROUP / SIZE	Jobseekers / all adults
OBJECTIVES	These video teaching tips give some advice for users of Pôle Emploi, a mandatory digital platform, to be able to benefit from social and financial help.
TYPE OF BEST PRACTICES	Capsules vidéo d'information et d'orientation clips
METHODS, DESCRIPTION, STEPS OF IMPLEMENTATION	This video clips are available as a playlist 'Les Pas à Pas' on youtube:
EXPECTED IMPACT	National
RESULTS	All unemployed people, especially those who are far from the labour market for a long time or for those who are the first time they're looking for a job (e.g.: migrant people recently arrived and young people). This tool has reached out to thousands of job seekers.
STRENGTHS	- Short Explanations
WEAKNESSES	- French language level (Intermediate level required)
LINK, CONTACT	Consulter les offres accessibles aux personnes en situation de handicap - Pas-à-pas - YouTube Pôle Emploi: Accueil Pôle emploi Pôle emploi (pole-emploi.fr)
DURATION	2 - 4 minutes video teaching tips
COSTS	FREE
MATERIALS, TOOLS, DOCUMENTS, HANDOUTS RELATED TO THE TOOL	

TOOL 10

TITLE/NAME OF THE TOOL, BEST PRACTISE	EMPLOYMENT/HOUSING WORKSHOP TUTORS GUIDE
INTRODUCED BY	Association France Terre d'Asile
TARGET GROUP / SIZE	Social Educators, Trainers, volunteers
OBJECTIVES	Provide social workers with a methodology for running workshop around access to employment and housing for migrants (asylum seekers, refugees and civil protection).
TYPE OF BEST PRACTICES	Printable Guide
METHODS, DESCRIPTION, STEPS OF IMPLEMENTATION	<p>This Guide is accompanied by 15 memo sheets, covering different themes (I am discovering the world of work, I know the socio-cultural codes in business, I am looking for accommodation in the private sector, I occupy accommodation, etc.).</p> <p>For each theme, you will also find additional tools (slideshows to animate a workshop, quiz, toolbox, etc.) in order to animate collective time around these themes with the people welcomed.</p>
EXPECTED IMPACT	National
RESULTS	This tool has reached out to some of the most vulnerable new arrival migrants.
STRENGTHS	<ul style="list-style-type: none"> - Simplicity of explanations about all different subjects - Possibility to adapt it to a group workshop or individual sessions
WEAKNESSES	<ul style="list-style-type: none"> - Intermediate french language required
LINK, CONTACT	Publications (france-terre-asile.org)
DURATION	2 - 3/h of practical workshop per subject (per form) 1h per subject (individually sessions)
COSTS	Free
MATERIALS, TOOLS, DOCUMENTS, HANDOUTS RELATED TO THE TOOL	PDF documents

Best Practises - HUNGARY

TITLE OF THE TOOL	Information point for immigrants
INTRODUCED BY	Municipality of Budapest and IOM
OBJECTIVES	Facilitating access to and information for immigrants
EXPACTED IMPACT ON LOCAL AND REGIONAL LEVEL	Cross-sectoral cooperation, strengthening local government involvement
METHODS	Establishment of an information point for immigrants in the building of the metropolitan municipality, where immigrants living and transiting through the city can get information about the available services in foreign languages. Information about state, municipal, civil and church service providers and services in one place, in several languages and easily available greatly helps refugees to have equal opportunities and free access to services, thereby developing their citizenship knowledge. The services available improve their chances of finding work and integration. Through these services, trust between urban administration and migrants is mutually increased. The service database also helps service providers to be efficient.
THE BACKGROUND	Local governments play an important role in helping immigrants to inform and integrate, and this programme greatly supports this.
TARGET GROUP	Immigrants and organisations that support them.
GROUP SIZE	Individual and small group
DURATION	Years
MATERIALS	Information materials from organizations, updated database services
DOCUMENTS, HANDOUTS RELATED TO THE TOOL	https://budapest.hu/sites/english/Lapok/2017/migration-information-desk-mid.aspx

TITLE OF THE TOOL	Mentor network
INTRODUCED BY	http://jovokerek.hu/skillsandjobs/
OBJECTIVES	Easy transfer of local social, cultural and citizenship knowledge, community building.
EXPACTED IMPACT ON LOCAL AND REGIONAL LEVEL	It improves immigrants' local knowledge, relationships, and citizenship competences, thereby increasing their integration chances, trust, and attachment to the host society. Personal relationships develop, and supportive environments expand.
METHODS	We have recruited helpful Hungarian and immigrant mentors who are open to immigrants, other cultures and languages, and who have lived here for a long time, in order to prepare them to help our newly arrived, job-seeking immigrant clients. We then approached our clients who have poor relations with the majority and who are curious and open to getting to know the majority society, the host country, and their smaller place of residence. The mentor-mentee pairs organized joint programs, during which they got to know the city, culture, rules, and values, thus developing their citizenship competencies. Another benefit of the initiative is community building, which we achieved by organizing group sports and cultural programs for the participants.
THE BACKGROUND	Immigrants often have poor relations with the majority society, primarily with members of their own national community, which makes it difficult for them to integrate, and increases the social distance between the hosts and newcomers, which is also a big disadvantage in labor market integration. This is especially true for Muslim women who, if they live in a traditional family model, have almost no relationships outside of their family members. It is good practice for this if you manage to move them out and involve them in light, fun programs, which is greatly helped by a female mentor with whom you have a personal, trusting relationship.
TARGET GROUP	It can be used well for all groups of immigrants, we mainly used it with young people, it is especially effective for involving women.
GROUP SIZE	It is not relevant, a mentor should not have more than one or two mentees, the number of people in community programs is 10-15 people.
DURATION	However, in many cases the personal relationship deepens and turns into a long-term friendship.
MATERIALS	Open, receptive, curious, interculturally prepared, well-versed in local conditions, culture and rules, mentor with free time.

TITLE OF THE TOOL	Közösségi programok nőknek
INTRODUCED BY	Jövőkerék Alapítvány
OBJECTIVES	Bevándorló nők közösségépítése, állampolgársági ismereteinek és kapcsolatrendszerének a mélyítése. Tevékenységünk célja, hogy támogassuk a hazánkban élő menekült és bevándorló nők önszorgatott jellegű közösségének kialakulását, elősegítsük kezdeti működését, megerősödését, valamint új tagok bevonódását.
EXPACTED IMPACT ON LOCAL AND REGIONAL LEVEL	Migránsok aktívabb részvétele a közösségben
METHODS	A résztvevők szintjének megfelelő magyarórák csoportos formába / Hungarian language classes; - Társalgási klub / Conversation club - Szabadidős, kulturális programok / Free-time, cultural programs; Kirándulások, sport programok / Excursions, sport programs. Programjainkat a csoporttagok érdeklődése mentén, aktív részvételükkel alakítjuk ki.
THE BACKGROUND	A nők elszigeteltségének csökkentése, kapcsolataik, állampolgársági ismereteik erősítése, beilleszkedésük segítése
TARGET GROUP	Bevándorló nők
GROUP SIZE	6-10
DURATION	Fél év
MATERIALS	www.jovokerek.hu
DOCUMENTS, HANDOUTS RELATED TO THE TOOL	-

TITLE OF THE TOOL	Munkaerő-piaci szolgáltatások harmadik országbeli nőknek
INTRODUCED BY	Jövőkerék Alapítvány
OBJECTIVES	Bevándorló nők munkaerőpiaci helyzetének javítása
EXPACTED IMPACT ON LOCAL AND REGIONAL LEVEL	
METHODS	<p>A projekt célja a harmadik országbeli bevándorló, álláskereső nők társadalmi- és munkaerő-piaci beilleszkedésének elősegítése volt, melyet egy komplex szolgáltatáscsomagra alapozva valósítottunk meg. A 2014-2015-ben megvalósult projekt legfontosabb céljai: a résztvevők mentorálása, egyéni fejlődési tervének összeállítása és folyamatos támogatása az álláskeresésben. A legfrissebb hírekért és további részletes információkért kérlek látogass el a projekt Facebook és Web oldalaira. A komplex szolgáltatáscsomagot biztosító projektünk az alábbi elemekből, egymást erősítő tevékenységekből épült fel: A projekt szociális mentora segítséget nyújtott a lakhatási, szociális, családtámogatási és egyéb ügyek megoldásában, a résztvevő pedig ezáltal megoldást talált a problémás ügyeire és nehéz élethelyzeteire, melyek akadályozhatták a sikeres integrációt. Az álláskeresési csoportfoglalkozások alkalmával a résztvevők együttesen kaptak általános és speciális információkat a munkaerőpiacról, a magyarországi viszonyokról, az álláskeresés sikeres módszereiről, technikájáról elméletben és gyakorlatban, az őket érintő magyarországi munkaerő piaci helyzetről. Személyre szabott információkhoz jutottak lehetőségeikről, a saját kultúrájuktól esetleg eltérő álláskeresési- és munkamódszerekről, munkakultúráról. Megismertek és begyakoroltak olyan módszereket, amelyek az önértékesítést, a kooperációt, a konfliktusos helyzetek megoldását segítették. A szolgáltatás hatásaként a résztvevő segítséget kapott a megfelelő célállás meghatározásához, így jobban tudta képviselni önmagát és érdekeit az interjúhelyzetekben és társas kapcsolataiban. A projektben az álláskeresési mentoráció egy egyénre szabott komplex segítségnyújtási forma volt. A tanácsadó és az egyes ügyfelek közösen feltérképezték az ügyfél adottságait, lehetőségeit, feltárták az elhelyezkedésének akadályait. Megállapodtak az elérendő célállásban vagy képzésben, és a cél eléréséhez szükséges feladatokat végrehajtották. Az ügyfelek előrehaladására, elégedettségének vizsgálatára kompetenciamérést végeztek a tanácsadóink. Ezen kívül heti rendszerességgel nyitott álláskereső klub alkalmakat tartottunk, amelyre a projektben résztvevőkön kívül további harmadik országbeli álláskeresőket hívtunk meg (férfiakat és nőket</p>

TITLE OF THE TOOL	Skills Jobs Fun
INTRODUCED BY	Jövőkerék Alapítvány
OBJECTIVES	<p>Célja a magyarországi felsőfokú képzési intézményekben tanuló, Európai Unión kívüli – harmadik országbeli – állampolgárok munkaerő-piaci és társadalmi integrációját segítő készségfejlesztő és tanácsadó program megvalósítása volt komplex szolgáltatáscsomag biztosításával.</p>
EXPACTED IMPACT ON LOCAL AND REGIONAL LEVEL	
METHODS	<p>EGYÉNI ÁLLÁSKERESÉSI TANÁCSADÁS ÉS KOMPETENCIA MÉRÉS célja volt az ügyfeleink személyre szabott támogatása a gyors elhelyezkedésük érdekében az alábbi szolgáltatásokkal:</p> <ul style="list-style-type: none"> - ügyfeleink képességeinek és igényeinek feltérképezése; - a kompetenciáik szintjének meghatározása; - az elakadások felismerése és leküzdése; - reális, vállalható álláskeresési célok kitűzése; - ügyfeleink megerősítése és kompetenciáinak fejlesztése; - a hazai munkaerő-piaci helyzet és munkakultúra megismertetése <p>ÁLLÁSKERESŐ KLUB ÉS KÉSZSÉGFEJLESZTŐ CSOPORT célja volt az álláskeresés folyamatának felgyorsítása, hatékonyságának növelése (eszközök biztosítása, technikák gyakorlása).</p> <p>VÁLLALKOZÁSFEJLESZTÉS célja volt, hogy a résztvevők információkat kapjanak a vállalkozásindítás magyarországi feltételeiről, a hatékony üzleti tervezésről, kiderüljön számukra, hogy egyéni ötletük valóban megvalósítható-e, és hogy el tudják dönteni, valóban képesek-e erre a feladatra, akarják-e ezt az utat választani.</p> <p>MENTORÁLÁS ÉS KÖZÖSSÉGI PROGRAMOK célja volt, hogy támogatást nyújtson a célcsoport azon tagjainak, akik nem kapnak megfelelő intézményi segítséget a szűkebb (egyetemi élet) vagy tágabb környezetükbe való beilleszkedéshez. Az önkéntes mentor segítő munkája során a klasszikus segítői módokatól jellemzően informálisabb módon és a hétköznapi élet bármely helyszínén támogathatta a mentoráltat. Az egyéni mentorálás mellett a közösségi programokon való részvételt is elősegítette a mentorált egyetemista szűkebb és tágabb környezetében való beilleszkedését, a kulturális, társadalmi ismereteik, és kapcsolataik bővülését.</p> <p>INTEGRÁLT PORTÁL célja volt, hogy:</p> <ul style="list-style-type: none"> - támogassa és kiegészítse a személyes tanácsadói munkát; - a személyes tanácsadói munkába (még) be nem vont célcsoportokhoz tartozók figyelmét felkeltse, erősítse a bizalmat és a résztvevőket csatornázza be; - a személyes tanácsadói munkában nem résztvevő, de a célcsoportokhoz tartozó érdeklődők számára is hasznosítható

TITLE OF THE TOOL	Migránsok vállalkozóvá válásának fejlesztése
INTRODUCED BY	Jövőkerék Alapítvány
OBJECTIVES	Projektünk a migránsok vállalkozói kompetenciáinak erősítését, új vállalkozások indításának segítségét és egy vállalkozói hálózat kialakítását tűzte ki célul.
EXPACTED IMPACT ON LOCAL AND REGIONAL LEVEL	
METHODS	<p>Tevékenységeink:</p> <ul style="list-style-type: none"> - vállalkozás- és üzletfejlesztési workshop sorozatok szervezése, - gyakornoki program lebonyolítása mentorálással támogatva, - vállalkozás indítását támogató üzleti tanácsadás, - vállalkozói fórumok szervezése, - kiegészítő szolgáltatások nyújtása: irodahasználat, tolmácsolás és gyerekefelügyelet. <p>3 csoportnak szerveztünk vállalkozásfejlesztési workshop sorozatot, amely mellé kiegészítő szolgáltatásként üzletiterv fejlesztéshez kapcsolódó tanácsadást, gyakornoki lehetőséget, irodahasználatot, tolmácsolást és gyerekefelügyeletet is biztosítottunk. A tanácsadást nem csak a csoportban résztvevőknek, hanem egyéb célcsoportba tartozó személyeknek is biztosítottuk, csakúgy, mint a 9 alkalommal megszervezésre kerülő vállalkozói fórumokat és az üzleti nyelv fókuszú magyar nyelvi csoportokat. A projekt végén zárókonferenciát szerveztünk. A külső- és belső kommunikáció segítése céljából a projektnek facebook oldalt készítettünk és működtettünk a projekt teljes ideje alatt.</p>
THE BACKGROUND	
TARGET GROUP	bevándorlók
GROUP SIZE	Csoporttól függ
DURATION	Másfél év
MATERIALS	
DOCUMENTS, HANDOUTS RELATED TO THE TOOL	http://jovokerek.hu/migbiz/

TITLE/NAME OF THE TOOL, BEST PRACTISE	IKEA a menekültekért
INTRODUCED BY	Menedék Egyesület - IKEA
TARGET GROUP / SIZE	10-30 fő
OBJECTIVES	Menekültek munkaerőpiaci fejlesztése, munkatapasztalat szerzés, kapcsolatok kialakítása, nyelvismeret, munkahelyi környezet, kultúra megismerése, idegenellenesség csökkentése
TYPE OF BEST PRACTICES	Csoportos és egyéni képzés menekülteknek, és munkahelyi kollégáknak, gyakornokság mentorációval
METHODS, DESCRIPTION, STEPS OF IMPLEMENTATION	Civil – vállalati együttműködés, ffi. , és női célcsoport Profi egyéni és kiscsoportos, differenciált nyelvi képzés 4 db. Csoportos jobclub - ált. tájékoztató, szerződések, cv és motivációs lev., orientáció, személyes célok, 5. alkalmat már az ikea tartja, Intenzív szociális munka a menekülteknek, multikulti és menekültes tréning az ikeásoknak Munkahelyi két szintű mentoráció régi dolgozókkal Szocmunka és foglalkoztató kompetenciáinak pontos meghatározása Gyerekvigyzás megoldása, részmunkaidő lehetséges
EXPECTED IMPACT (ON LOCAL AND REGIONAL LEVEL)	Fogadó környezet kialakítása, menekültek job munkaerőpiaci helyzete, foglalkoztatás az elsődleges munkaerőpiacon
RESULTS	Védett munkahely, támogató környezet, állampolgársági és nyelvi kompetencia fejlődés, referencia
STRENGTHS	Civil-piaci együttműködés, támogató vállalati környezet
WEAKNESSES	Alacsony bér, munkahelyi konfliktusok, nyelvi nehézségek
LINK, CONTACT	https://www.ikea.com/hu/hu/newsroom/corporate-news/menekuelteknek-biztosit-munkalehetoseget-az-ikea-pub8245b237
DURATION	3 év
COSTS	Nyelvi, munkaerőpiaci és multikulti tréningek, szocmunka,
MATERIALS, TOOLS, DOCUMENTS, HANDOUTS RELATED TO THE TOOL	

TITLE OF THE TOOL	Fungarian
INTRODUCED BY	Fungarian.hu – Molnár Miklós
OBJECTIVES	Magyar nyelvi és helyi társadalmi, kulturális, állampolgársági ismeretek könnyed átadása, közösség építés.
EXPACTED IMPACT ON LOCAL AND REGIONAL LEVEL	A magyar nyelvi készségek fejlesztését, gyakorlati felhasználását segíti játékos formában, miközben állampolgársági ismereteket, helyi értékeket közvetít. Így elmélyül a nyelvtudásuk, helyi ismereteik, kötődésük a helyi társadalomhoz. Új bevándorló és magyar ismerősöket szereznek.
METHODS	Kiscsoportos, tematikus városnézéssel egybekötött nyelvi képzés egy felkészült és művelt, helyi ügyekben tájékozott nyelvi tanár vezeti, aki a seta során megismerteti a csoport tagjait a helyi társadalmi sajátosságokkal, kulturális nevezetességekkel, szokásokkal, történelemmel, miközben magyar nyelvi képzést tart. A foglalkozó nagyobb része közvetítő nyelven zajlik, azonban egy-egy helyi nevezettség megismerése jó alkalom Magyar kifejezések megtanulására, tudás anyag elmélyítésére. Ezért a módszer különösen hatékony, ha hagyományos nyelvi képzést egészíti ki. A nyelvtudás mellett segíti az állampolgári kompetenciák fejlesztését, azon kívül közösségteremtő ereje is van, segíti a helyi társadalmi-kulturális orientációt, a kapcsolódást a helyi társadalomhoz, kulturához. A nyelvtudás gyakorlatorientált használatát, a személyes kapcsolatok kialakítását a többségi társadalom tagjaival.
THE BACKGROUND	A városnézés, a vezetett tematikus túrák közkedvelt tevékenységek, így a 2-es és 6-os kompetenciák fejlesztése könnyed, játékos, személyre szabott, élménygazdag formában valósulhat meg. Az ilyen módon megszerzett helyi, új ismeretek élményszinten épülnek be a hallgatóba, helyhez, érzelmekhez és személyekhez kötődnek, így maradandóbb, mint más módszerekkel megszerezhető tudás. A kiscsoport lehetővé teszi a folyamatos érdeklődés fenntartását, az interaktivitást, az egyéni kíváncsiság kielégítését, a helyi, személyes, sokszor rejtett értékek sajátosságok, titkok megismerését.
TARGET GROUP	Bevándorlók minden csoportjára jól alkalmazható, könnyed formája biztosítja a motivációjuk fenntartását, a sokszor száraz/unalmas tartalmak könnyed, szórakoztató átadását.
GROUP SIZE	A módszer kis csoportban működik jól, max. létszám 8 fő.
DURATION	1 – 2 óra alkalmanként.
MATERIALS	Művelt, felkészült, helyi ismeretekkel rendelkező, jól kommunikáló vicces tanár - túra vezető.

TITLE OF THE TOOL	MIRA
INTRODUCED BY	Artemisszió Alapítvány
OBJECTIVES	A Mira célja a Magyarországon élő bevándorlók és menekültek segítése, illetve önszerveződésük támogatása, hogy együtt építhessenek egy összetartóbb társadalmat, boldogabb és elégedettebb világot, amelyben jó élni.
EXPACTED IMPACT ON LOCAL AND REGIONAL LEVEL	A növekvő, egyre színesebb közösség egyre több teret kínál az interkulturális találkozásoknak, kölcsönös tanulásnak és élményeknek.
METHODS	<p>Mentorprogram: A program keretében a mentorok heti találkozókon dolgoznak mentoráltjaikkal az olyan, közösen kitűzött célokért, mint például jobb magyar vagy angol nyelvtudás, informatikai ismeretek felfrissítése, vagy beszélgetnek az életről. A mentorok magyarok vagy olyan külföldiek, akik már itthon érzik magukat Magyarországon és a mindennapi ügyekben. Tudják, hogyan lehet megtalálni a megfelelő szakorvost, bankszámlát nyitni vagy beíratni a gyereket az óvodába. Tudják, hova érdemes kimozdulni, hol lehet gitározni tanulni vagy hogyan lehet átjutni Pestről Budára, de ami még fontosabb: szeretnek emberekkel beszélgetni. Tanulóprogram: Ebben a közösségben a magyar, angol vagy más nyelvet gyakorolhatják a Mira tagjai, akik közt éppúgy vannak már hosszabb ideje Magyarországon élő külföldiek, mint olyanok, akik csak nemrégiben hagytak el egy táborot; utóbbiak számára rendkívül fontos, hogy a társadalom tagjainak érezhessék magukat, ehhez pedig hamar meg kell tanulniuk jól magyarul. Szakmai pályafutásukhoz gyakran jól jön az angol nyelvtudás is. Az önkéntes tanárok számára rendszeres tapasztalatcserét, sőt, 15 vagy annál több jelentkező esetén felkészítő tréningeket is kínál a program. A sikert nem feltétlenül egy eredményes nyelvvizsga jelenti, inkább az, ha a diákok magabiztosabban tudják kifejezni magukat, és ezáltal munkát találnak, vagy jobban teljesítenek az iskolában. Lunch break: Képzeld el egy rendhagyó vacsorát, ahova kivételesen nem a barátaidat hívod el, hanem másokat. Menekülteket, bevándorlókat, vagy egyszerűen csak olyan magyarokat, akikkel amúgy soha nem találkoznál. Kérdezz, ismerkedj, lepődj meg! És egyetek egy jót. A receptet Ti hozzátok, szervezést mi álljuk. Living room: Rendszeres beszélgetések, filmklub, tematikus esték, ahol közösen tanulhatnak a résztvevők egymás kultúrájáról és a világról, ami körülveszi őket.</p> <p>Sufnituning: Minden, ami nem fért el sem a konyhában, sem a nappaliban, itt kap helyet: kézműves foglalkozások, közös városfelfedező túrák, és persze, futball. Az, hogy milyen foglalkozásokat, műhelyeket szerveznek, a résztvevőktől.</p>

TITLE OF THE TOOL	Tudás-Készség-Attitúd
INTRODUCED BY	Menedék Egyesület
OBJECTIVES	A bevándorlókkal és menekültekkel dolgozók minőségi szakmai fejlődése, tehát minőségibb munkája – így ügyfeleik is magasabb szintű szolgáltatásban részesülnek.
EXPACTED IMPACT ON LOCAL AND REGIONAL LEVEL	Mainstream szolgáltatók felkészítése a menekültek szakszerű ellátására.
METHODS	A projekt növeli a harmadik országbeli állampolgárokkal dolgozó szakemberek interkulturális kompetenciáját és bevándorló-specifikus tudását, ezáltal hatékonyabbá téve munkájukat, a szakmai önismeret mélyítésével hozzájárul az érzékenyebb és segítőkészebb szakmai egyéniség kialakításához, fejleszti a területen dolgozó szakemberek kapcsolati hálóját, koordinálja és intenzifikálja együttműködésüket. A projekt célja továbbá egy olyan online felület kialakítása, amely lehetővé teszi a szakanyagokhoz (kutatási dokumentumok, elemzések, interkulturális konfliktusok feloldásának gyakorlati módszerei, és kulturális sokféleséget erőforrásként hasznosító két rendezvény megvalósításának anyagai) való rendezett hozzáférést. A szakembereknek és bevándorlóknak kínált kurzusok: Menekültekért / bevándorlókért végzett szociális munka (88 óra) Önkéntes-képzés (16 óra) Bevándorló-specifikus workshop (6 alkalom) Bevándorló-specifikus közösségi munka (40 óra) Interkulturális kompetencia és szakmai önismeret fejlesztése bevándorlókkal dolgozóknak (32 óra) Bevándorló-specifikus tematikus vitakör (32 óra) Bevándorló gyerekek az óvodában - Interkulturális kompetencia fejlesztése (30 óra) Interkulturális kompetencia fejlesztése tanároknak (30 óra)
THE BACKGROUND	A bevándorlókkal és menekültekkel dolgozók minőségi szakmai fejlődése, tehát minőségibb munkája – így ügyfeleik is magasabb szintű szolgáltatásban részesülnek.
TARGET GROUP	Menekülteket segítő
GROUP SIZE	változó
DURATION	változó
MATERIALS	
DOCUMENTS, HANDOUTS RELATED TO THE TOOL	https://menedek.hu/projektek/tudas-keszseg-attitud

TITLE OF THE TOOL	Piacképes tudást és alkalmazást célzó alternatív oktatási formák
INTRODUCED BY	Next Step
OBJECTIVES	A Magyarországon élő harmadik országbeli állampolgárok alkalmazási lehetőségeinek kiterjesztése a munkapiaci igényeknek megfelelő tudások és készségek ingyenes oktatása révén.
EXPACTED IMPACT ON LOCAL AND REGIONAL LEVEL	A menekültek és bevándorlók munkapiaci értékre és közösségi integrációra fókuszáló célorientált támogatása, hogy a társadalom dolgozó, értékes tagjaivá válhassanak.
METHODS	A menekültekből és bevándorlókból álló csoport többféle – köztül munkaügyi és nyelvi – workshopot szervez és tart Budapesten és a menekülttáborokban is. Az egyik legfontosabb közülük az akkreditált ECDL-tanfolyam, amelynek témái az e-mail használatától egészen a CSS, MySQL vagy PHP ismeretéig terjednek. A MigHelp az egyetlen olyan szervezet Magyarországon mely kifejezetten menekültek és bevándorlók számára kínál ECDL- oktatást. A MigHelp a McDaniel College Budapesttel együttműködve már több éve kínál az ECDL-t végzett vagy más módon érintett diákok számára magasszintű web design, adatbázis-kezelői és más informatikai kurzusokat. A MigHelp erőfeszítéseinek másik területe a nyelvoktatás. A szervezet magyar, német, francia és angol kezdő tanfolyamokat tart a Magyarország és Európa nyelveit tanulni kívánó bevándorlóknak és menekülteknek, ezzel segítve sikeres beilleszkedésüket. Kurzusok (végzettséget adnak): • Idősgondozás • B kategóriás gépjármű-vezetés • C kategóriás teherautó-vezetés • ECDL • MCSA (Microsoft rendszergazda) • Kosárfonás, kötés-horgolás • Kézművesség leendő vállalkozók számára
THE BACKGROUND	
TARGET GROUP	migránsok
GROUP SIZE	változó
DURATION	változó
MATERIALS	www.mighelp.hu
DOCUMENTS, HANDOUTS RELATED TO THE TOOL	-

TITLE OF THE TOOL	Állás - karrier
INTRODUCED BY	Máltai Szeretetszolgálat
OBJECTIVES	Menekültek munkavállalásának segítése
EXPACTED IMPACT ON LOCAL AND REGIONAL LEVEL	
METHODS	<ul style="list-style-type: none"> - egyénre szabott szolgáltatás, - motiváció mérés, - erős HR - együttműködés munkáltatókkal, adatbázis építés, utánkövetés, - munkahelyi mentoráció: belépés segítése (szerződés-kötés, üzemorvos), - betanulás segítése (intenzíven a próbaidő alatt és kevésbé intenzíven a próbaidő után), - folyamatos elérhetőség és asszisztencia a munkaadónak és az ügyfelünknek is a folyamat alatt, <p>Szolgáltatási sorrend: csoportos tájékoztatás, első interjú, CV gyártás/fordítás, állásajánlat, választás, második megbeszélés, realitás csekk. pl. utazás kipróbálás, jelentkezés, interjú a cégnél, szerződés-kötés, utánkövetés</p>
THE BACKGROUND	
TARGET GROUP	Menekültek, migránsok
GROUP SIZE	4-6
DURATION	Fél év
MATERIALS	
DOCUMENTS, HANDOUTS RELATED TO THE TOOL	https://maltai.hu/tevekenyseg/intezmeny/318

TITLE/NAME OF THE TOOL, BEST PRACTISE	Volunteering as a labor market integration tool for asylum seekers
INTRODUCED BY	Shelter Association
TARGET GROUP / SIZE	The specific objective of the project was to employ 4 volunteers on a daily basis for 2 months. In the case of both asylum seekers and Hungarian volunteers, a total of forty days (5 times a week during 8 weeks) of voluntary activity.
OBJECTIVES	Social and cultural orientation, obtaining references, preventing hospitalization, labor market integration through volunteering
TYPE OF BEST PRACTICES <i>(e.g. methods, websites, web/mobile application, training programmes, awareness raising campaigns, guides, etc.)</i>	Workplace volunteering and mentoring
METHODS, DESCRIPTION, STEPS OF IMPLEMENTATION	Recruitment of volunteers Selection of volunteers Preparatory training for volunteers and employers Needs survey Finding accommodation Definition of activity (goal, task, time, place) Conclusion of a voluntary contract Mentoring of volunteers, continuous definition of tasks, provision of benefits Group – individual assessment with employers, asylum seekers and Hungarian volunteers
EXPECTED IMPACT (ON LOCAL AND REGIONAL LEVEL)	Expansion of local social and cultural knowledge, formation of relationships, development of language skills, workplace environment, learning about work culture, reduction of anti-foreigners, reduction of institutional dependence, independence, reference Increasing the chance of labor market integration
RESULTS	Munkerőpiaci integráció esélyének növekedése
STRENGTHS	Reducing the passivity of asylum seekers, pre-integration
WEAKNESSES	An extra burden for the host organization and company, the involvement and motivation of mentor
LINK, CONTACT	https://menedek.hu/en/node/243
DURATION	4 months