



PES SUPPORTS SCHOOLS BY PROVIDING ADVICE FOR STUDENTS AND TRAINING FOR TEACHERS

PES working with schools in Austria – with a focus on the practice in Vienna

Publication date: March 2016

AUSTRIA

The initiative promotes cooperation between PES and schools to improve students' access to information.

The initiative adopts a two-fold and complementary approach: encouraging schools to visit PES and improving teachers' skills in guiding students into the job market.

One of the success factors of the initiative was the involvement of the teachers. The PES has used teacher feedback to adapt its advice and guidance service to better fit students' needs.

Name of the PES

AMS Wien Landesgeschäftsstelle, BIZ-Koordination, Arbeitsmarktinformation (AMS Vienna provincial office, BIS coordination, labour market information)

When was the practice implemented?

1990 – on-going

Which organisation was involved in its implementation?

PES in Vienna working together with local secondary schools.

Which groups were targeted by the practice?

Students at secondary school between 13 and 18 years old. Most participants are between 13 and 16 years old.

What were the practice's main objectives?

The main objectives of the initiative are:

- ▶ To provide students with guidance and advice on educational opportunities, information about existing professions and practical skills such as how to search for a job, prepare an application and draft a CV;
- ▶ To train teachers how to give advice and guidance to their students.

The two long-term goals are:

- ▶ To familiarise students with the opportunities available when they leave secondary school, both in education and the job market;
- ▶ To reduce drop-out from school by engaging students with their future and highlighting the importance of formal education.

What activities were carried out?

In Austria, secondary schools are legally obliged to provide students with advice and guidance on educational opportunities, existing professions and the job search.

PES local offices invite schools to their career information centres to offer students with guidance and advice on further education and how to prepare for the job market.

The visit includes a presentation of PES services for young people. Students are encouraged to start thinking about career choices.

Advice provided by PES is divided into different modules according to the age of the students and requests from the teachers.

The initiative focuses strongly on training teachers. Where visits to PES career information centres are not available, teachers need to provide the advice and guidance themselves. PES counsellors offer training in:

- ▶ latest job market trends,
- ▶ how to advise students on existing professions,
- ▶ how to prepare a student to look for a job,
- ▶ further education, training and apprenticeships available to students.

Teachers provide feedback after their participation. This is used to shape the services offered by PES career information centres. In addition, meetings with teachers are organised during the year to adjust the programme to suit their needs and requests.

What resources and other relevant organisational aspects were involved?

In the city of Vienna, 32 full-time PES staff (AMS) work on implementing the initiative with support from teachers.

<p>What were the source(s) of funding?</p>	<p>National and regional</p>
<p>What were the outputs of the practice: people reached and products?</p>	<p>People reached: In the city of Vienna, the average number of students reached is around 15 000 a year; the AMS reaches around 40 % of school students. The remaining students are reached by other (private) organisations offering similar services.</p> <p>Products: The national PES has implemented a website for secondary school students offering information on education opportunities in Austria, existing professions and which path to choose to access certain professions (Website). The national Austrian PES produced around 60 information brochures and leaflets in 2014-2015 for students and as material for teacher training.</p>
<p>What outcomes have been identified?</p>	<p>Feedback provided by the teachers and discussion with students show that, following PES advice and guidance, students feel more informed about what is on offer from further education and the job market. It has also been identified that students are more knowledgeable about their future choices. According to the feedback, the initiative has a positive impact on teachers' knowledge and on their ability to provide guidance and advice to students.</p>
<p>What are the lessons learnt and success factors?</p>	<p>Main challenges encountered by the initiative:</p> <ul style="list-style-type: none"> ▶ The youth of the students (mainly 13-16-year olds) makes it difficult to get their attention and keep them interested in the advice from the PES centres; ▶ The various contributors involved make it important to agree on a common strategy towards schools and teachers. To achieve this, private and public contributors meet on average twice a year to discuss future strategy. <p>The factors that contributed to the success of the initiative are:</p> <ul style="list-style-type: none"> ▶ PES visits are organised into separate modules to fit the specific needs of the students. For example, PES guidance is adapted to the age of the students involved. In addition, teachers can ask PES to tailor their session to the needs of the school. ▶ Teachers play a key role in helping the PES to better understand the needs and challenges of the students. With this in mind, regular meetings are organised between PES staff and teachers to discuss what they want to achieve from the practice. This is very useful for PES to adapt and plan its activities accordingly.



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