



Strengthening Career Centres in Central Asia Higher Education  
Institutions to empower graduates in obtaining and creating  
quality employment

1<sup>st</sup> Training Module:

# ***NETWORKING FOR CAREER CENTRES***

8<sup>th</sup> – 11<sup>th</sup> December 2014

Bishkek Academy of Finance and Economics

<b>Objectives &amp; Expected results</b>	<p>Del. 8.2.2 Project Coordination Meeting</p> <ol style="list-style-type: none"> <li>1. Understand workflow and organisation of project</li> <li>2. Discuss work packages &amp; the deliverables/outputs expected, have an update of their current status</li> <li>3. Present the calendar of events for the project's Year 2 activities</li> <li>4. Understand how to present the financial documents</li> </ol>
<b>Objectives &amp; Expected results</b>	<p>Del. 2.2.1 1<sup>st</sup> UNIWORK Training Module: <i>NETWORKING FOR CAREER CENTRES</i></p> <ol style="list-style-type: none"> <li>1. Understanding the importance of Networking for Career Centres</li> <li>2. Increased knowledge in how a Career Centre can promote its services within the University community and establish and maintain ties with the Industry</li> <li>3. Understanding the structure, organisation and usefulness of Alumni Networks and Career Centre Networks</li> </ol>

## AGENDA

### UNIWORK PROJECT MEETING

08/12/2014 (MONDAY)			Venue: BAFE University (55, Molodaya Gvardia blvd)
From	To	Duration	
08.30		20'	PICKUP FROM GRAND HOTEL (Frunze str. 428)
09.00	09.15	15'	OPENING AND PRESENTATION OF AGENDA Cristina Beans, University of Alicante
09.15	09.45	30'	UNIWORK PROJECT OVERVIEW <ul style="list-style-type: none"> <li>- Background &amp; Rationale</li> <li>- Workflow and changes to the project calendar</li> <li>- Project Management Board</li> <li>- Quality Board</li> </ul> Cristina Beans, University of Alicante
09.45	10.30	45'	Update on WP1: Generating the Knowledge Base and Identifying Good Practice <ul style="list-style-type: none"> <li>- Del. 1.1 Report: Student Employment and Entrepreneurship – Report.</li> <li>- Del. 1.2 University CaCes: Good Practice Guide – Work Plan.</li> <li>- Del. 1.3 Study Visit to EU – Report.</li> <li>- Discussion</li> </ul> Rene Wenzel, FH Joanneum
10.30	10.50	20'	COFFEE BREAK

10.50	11.20	30'	<p>Update on WP2: Capacity Building</p> <ul style="list-style-type: none"> <li>- Del. 2.1.1 Training plans &amp; materials</li> <li>- Del. 2.1.1 Language skills</li> <li>- Del. 2.2.1 Training of trainers</li> <li>- Del. 2.2.2 Practical placements</li> <li>- Del. 2.3 E-learning modules for staff and students</li> </ul> <p>Cristina Beans, University of Alicante</p>
11.20	11.40	20'	<p>Update on WP3: Strengthening Organisational Capacities of Career Centres</p> <ul style="list-style-type: none"> <li>- Del. 3.1 Modernisation Action Plans</li> <li>- Del. 3.3 Enhance/create CaCe Website &amp; Databases</li> </ul> <p>Svetlana Sirmbard, Bishkek Academy of Finance and Economics</p>
11.40	12.00	20'	<p>Update on WP3: Strengthening Organisational Capacities of Career Centres</p> <ul style="list-style-type: none"> <li>- Del. 3.2 Up-grading of Technical capacities</li> </ul> <p>Virginia Ferrer, University of Alicante</p> <p><i>Presented by Cristina Beans, University of Alicante</i></p>
12.00	12.30	30'	<p>Update on WP4: Networking Actions for Active Stakeholder Inclusion</p> <ul style="list-style-type: none"> <li>- Del. 4.1.1 Multi-stakeholder working groups</li> <li>- Del. 4.1.2 Business brunches</li> <li>- Del. 4.2 Alumni networks</li> <li>- Del. 4.3 National Forum: Youth Employment &amp; Entrepreneurship</li> <li>- Del. 4.4 Policy White Papers</li> </ul> <p>Abror Juraev, Bukhara State University</p>
12.30	14.00	90'	LUNCH
14.00	14.30	30'	<p>Preview of WP5: Pilot Operations of CaCe's enhanced services</p> <ul style="list-style-type: none"> <li>- Del. 5.1 Enhanced services for students</li> <li>- Del. 5.2 Business Plan competition for students</li> <li>- Del. 5.3 Employment marathon &amp; Matchmaking events</li> </ul> <p>Sara Pates, University of Sheffield</p>
14.30	14.50	20'	<p>Update on WP6: Quality Control &amp; Monitoring</p> <ul style="list-style-type: none"> <li>- Presentation of the Quality Plan and Feedback mechanisms</li> </ul> <p>Makhabbat Ramazanova, Sh. Ualikhanov Kokshetau State University</p>
14.50	15.10	20'	<p>Update on WP7: Dissemination</p> <ul style="list-style-type: none"> <li>- Presentation of Dissemination Strategy and instructions for reporting</li> </ul> <p>Shuhrat Maqsudov, Khujand Polytechnical Institute of Tajik Technical University</p>

15.10	15.30	20'	OVERVIEW OF UNIWORK YEAR 2 Cristina Beans, University of Alicante
15.30	16.15	45'	UNIWORK FINANCIALS – 1 <sup>st</sup> Year Staff Cost Virginia Ferrer, University of Alicante <i>Presented by Cristina Beans, University of Alicante</i>

## AGENDA

### UNIWORK TRAINING MODULE 1: NETWORKING FOR CAREER CENTRES

09/12/2014 (TUESDAY)			Venue: BAFE University (55, Molodaya Gvardia blvd)
From	To	Duration	
08.15			PICKUP FROM GRAND HOTEL (Frunze str. 428)
08.45	09.00	15'	Registration
09.00	09.20	20'	OFFICIAL WELCOME  Svetlana Sirmbard, Vice Rector of Education, Bishkek Academy of Finance and Economics Mr. Shamil Atakhanov, Boardmember of BAFE's Trustee Holders
09.20	09.40	20'	OPENING & PRESENTATION OF AGENDA Cristina Beans, University of Alicante
09.40	11.40	120'	INTRODUCTION TO NETWORKING Rupert Beinhauer, FH Joanneum
11.40	12.00	20'	COFFEE BREAK
12.00	12.10	10'	PROMOTION OF CAREER CENTRE SERVICES 1. Introduction Sara Pates, University of Sheffield
12.10	13.10	60'	NETWORKING AND PROMOTION OF CAREER CENTRE SERVICES 2. Development of a Staff Network Sara Pates & Ali Riley, University of Sheffield
13.10	14.40	90'	LUNCH
14.40	15.40	60'	NETWORKING AND PROMOTION OF CAREER CENTRE SERVICES 3. Connecting with Students Sara Pates & Ali Riley, University of Sheffield
15.40	16.40	60'	NETWORKING AND PROMOTION OF CAREER CENTRE SERVICES 4. Connecting with Externals Sara Pates & Ali Riley, University of Sheffield

16.40	17.00	20'	Discussion
			<i>OFFICIAL DINNER</i>

10/12/2014 (WEDNESDAY)			Venue: BAFE University (55, Molodaya Gvardia blvd)
From	To	Duration	
08.30			PICKUP FROM GRAND HOTEL (Frunze str. 428)
09.00	10.00	60'	TIES WITH INDUSTRY 1. Business Networks – What are they good for? Do's and Don'ts. SWOT. Rupert Beinhauer, FH Joanneum
10.00	11.00	60'	TIES WITH INDUSTRY 2. How to establish a network of regional and international businesses Rupert Beinhauer, FH Joanneum
11.00	11.20	20'	<i>COFFEE BREAK</i>
11.20	12.20	60'	TIES WITH INDUSTRY 3. How to make the best use of networks with the industry Rupert Beinhauer, FH Joanneum
12.20	12.50	30'	Case Study: Monitoring process of BSU graduates' employment Bakhtiyor Adizov, Bukhara State University
12.50	14.20	90'	<i>LUNCH</i>
14.20	15.20	60'	ALUMNI NETWORKS Cristina Beans, University of Alicante
15.20	15.40	20'	ALUMNI NETWORKS 2. Case Study: Alumni Network at the University of Alicante Cristina Beans, University of Alicante
15.40	16.00	20'	ALUMNI NETWORKS 3. Case Study: Alumni Network at the University of Sheffield XXX, University of Sheffield <i>Presented by Cristina Beans, University of Alicante</i>
16.00	16.20	20'	ALUMNI NETWORKS 4. Case Study: Alumni Network at FH Joanneum Rene Wenzel, FH Joanneum
16.20	16.40	20'	ALUMNI NETWORKS

			5. Case Study: ENACTUS Student Association at BAFE Speaker tbc, Bishkek Academy of Finance and Economics
16.40	17.00	20'	ALUMNI NETWORKS 6. Case Study: Alumni Network at KPITTU Mashokhida Azimova, Khujand Polytechnical Institute of Tajik Technical University
17.00	17.20	20'	Discussion

11/12/2014 (THURSDAY)			Venue: BAFE University (55, Molodaya Gvardia blvd)
From	To	Duration	
08.30			PICKUP FROM GRAND HOTEL (Frunze str. 428)
09.00	10.00	60'	NETWORKS OF CAREER CENTRES 1. Motivations for networking in the career services Victor Climent, University of Alicante
10.00	11.00	60'	NETWORKS OF CAREER CENTRES 2. Networking topics in the career services Victor Climent, University of Alicante
11.00	11.20	20'	COFFEE BREAK
11.20	12.20	60'	NETWORKS OF CAREER CENTRES 3. Case Study: Networking in the Spanish career services. Background, present and future. Victor Climent, University of Alicante
12.20	12.50	30'	DISCUSSION
12.50	14.20	90'	LUNCH
14.20	15.20	60'	NETWORKS OF CAREER CENTRES 4. Best practices of networking in the Spanish career services Victor Climent, University of Alicante
15.20	15.40	20'	NETWORKS OF CAREER CENTRES 5. Case Study: National Career Centre Turkmenistan Shyhymowa Altyn, Turkmen State Institute of Transport and Communication