

# Career and Welfare Office Development at Universum College KOSOVO

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## Career and Welfare Office

*The Career and Welfare Office helps students to engage in career planning and experiential education to pursue educational opportunities and achieve professional and personal success.*



# Career and Welfare Office Development

- Officially founded in 2010
- Original goal to send job advertisements to students
- Turned into a full obligatory course
- The largest\* course in Universum College curriculum
- 240 – 320 hr minimum internship
- During the pandemic, the welfare component was added.

## Services

- The CWO services are provided to all students of Universum College and some of the services are offered to alumni as well.
  - a) Career counseling
  - b) Training & workshops
  - c) Networking [Employer Connection]
  - d) Psycho-social counseling
  - e) Services for alumni

## Career Counseling

This service is provided free of charge to all UC students. Within this service, students receive professional advice from career office and welfare staff. The staff helps them to plan and clarify steps and objectives for professional success and achievement.

- Personality tests
- Identifying of strengths & weaknesses

# Training and Workshops

The Career and Welfare Office provides numerous training opportunities, seminars and roundtables to teach students essential tools and skills for the job application process.

- How to write an impressive CV?
- How to prepare for the interview?
- How to write a cover letter?
- How to fill out job applications?
- Interview simulation

# Networking

The office is highly dedicated to building good relationships with businesses, corporations and public institutions. Universum College has signed numerous agreements to enable our students to meet with potential employers with whom they can reach agreements for internships and employment.

- Job fairs
- Universum Talks
- Study visits
- Public meetings
- Coffee, career with Alumni!







## Welfare Component

- Informal focus group meetings with students – the word stress
- One-on-one session with psychologist
- Mentorship programs



# Career Orientation for High School Graduates



# Institutional Industry Relations Strategy

- Dual study
- Co-op
- Professional training (business science academy)
- Marketing research
- Digital transformation



# Study Abroad and Job Fair



# Thank you!

