



PAULA  
**FRASSINETTI**

**PRACTICES OF GRADUATE  
EMPLOYABILITY– School of Higher  
Education of Paula Frassinetti**

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# First steps

- Before 2008 – “informal” structure inside the institution
- In 2008 – dynamic structure of graduate students followup
  - Receiving, treating and making information available to ex students
  - Receiving institutional requests for education professionals
  - Promoting specific competences needed to access labour market
  - Follow up research projects on students social and professional trajectories (research centre)



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# Team

- Of multidisciplinary nature – Kindergarten teachers, primary school teachers, social educators teacher's
- 1 administrative help
- 1 responsible for the admissions office



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# processes - students

- Students enrol as they arrive at school for the first time
- Regular meetings with students during their stay
- Database of all students from different graduate courses
- Facebook and linkdin groups



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# processes - institutions

- Online form indicating employees profile and institutions needs
- Phone contact from the responsible of each training area
- Criteria for graduates selection
- Selecting graduates for job interviews



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# information - students

- Divulcation of jobs openings (public and private sector)
- Divulgations of legislation changes on each profession
- Information on national and international projects
  
- Selecting graduates to specific institutional requests
- Follow up of interviews with employers



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# training - students

- Preparing for interviews
- Doing the CV – portuguese and english
- Training sessions on teacher's public allocation
- Training on specific social plans (eg, Plano Dom, CPCJ's)
- One to one support
- “shared experiences” with former graduates
- Importance of internships during the courses



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# International employment

- 1 to 1 support on applications to work abroad
- Partnerships with the EURES network/IEFP – annual sessions with last year students
- Cooperation projects outside Portugal
- Volunteer projects (the Lichinga Project)





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# International employment

- Entrepreneurship projects
- Market research
- Financing possibilities – microcredit, business angels...
- Active job search – “full time job”
- Timor Lorosae – cooperation project – introduction to Portuguese Language; teacher´s training; support to Timor students
- Preparation and follow up of participant students – former students still remain in the territory