

RURAL DEVELOPMENT through DECENT WORK

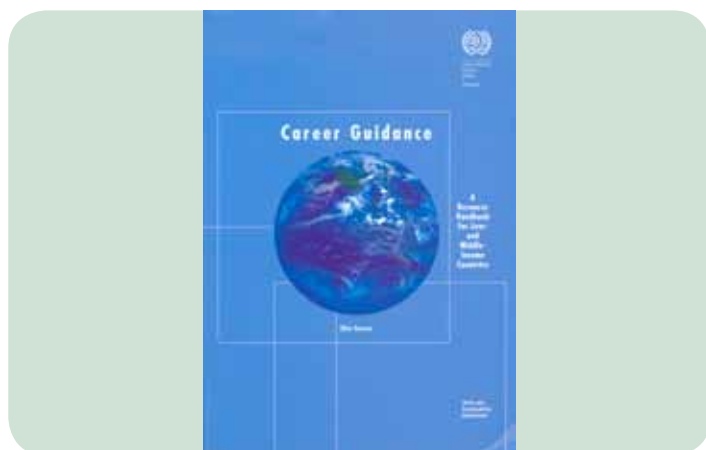
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International Labour Office

Rural-Relevant Tools

Career Guidance: A Resource Book for Low- and Middle-income Countries



What is the Career Guidance Resource Book?

A guide to develop effective career guidance systems, and career information, to organize service delivery, and staff development and improve governance and coordination, in low- and middle-income countries (LMIC), in use since 2006

For whom?

■ Direct beneficiaries:

- Those responsible for the national policy development and planning of career guidance activities in Labour Market Information Centres, and staff in Ministries of Education, and Ministries of Labour, in Public Employment Services, Education Institutions at all levels and the consultants assisting them
- Those involved in the planning and delivery of career guidance services

■ Ultimate beneficiaries: Workers and jobseekers

For what purpose?

- Focus the attention of policy-makers and programme administrators in LMIC upon the core issues in the reform of career guidance services in those countries
- Provide programme planners and practitioners at the national and local levels with a wide variety of country examples and practical career guidance tools to use as models for possible adaptation and use

How is it delivered?

- Through the ILO Employment Services website
- As a reference or training material to support practitioners delivering employment and career guidance services
- Distributed to users through the ILO Regional and Sub-regional Offices, and CINTERFOR (Inter-American Centre for Knowledge Development in Vocational Training)

What are its components?

Two parts:

- Part I: A framework for career guidance in low- and middle-income countries
 - Career guidance in today's world
 - Understanding the country context
 - Career information resources
 - Promotion of work choice, search and maintenance skills development
 - Organization of career guidance service delivery
 - Training and staff development to support service delivery
 - Governance and coordination framework
 - Conclusion
- Part II: Toolkit of career guidance resources on the internet for low- and middle-income countries
 - National career guidance resources
 - General references



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Which technical areas are covered?

- Skills training
- Employment services
- Vocational guidance
- Career development
- Entrepreneurship and self-employment

Can it cover more technical areas?

No, this is a targeted guide



Where has it been used?

In 5 countries: Argentina, China, Czech Republic, Egypt, and Indonesia (see map)

Successfully mainstreamed into national policies of
3 countries: China, Egypt, and Indonesia

Which languages?

Available in 5 languages: Arabic, Chinese, Czech, English, and Spanish

Is it suitable for rural areas?

Yes, although it has not been specifically designed to target rural areas, this resource book features examples that can serve as a reference for the development of career guidance systems and training support services in rural areas

What are its strengths?

- Combines hands-on experience and practical advice with proven administrative tools for making career guidance more relevant and effective
- Features specific examples of and models for career guidance tools information resources and job search facilities from government, education and private service providers throughout the world
- Provides an inventory of career guidance tools such as interviewing guides, vocational assessment tools, competency standards for counsellors that will benefit policy-makers and professionals working in this area
- Used as a main reference by institutions, agencies, universities and research centres engaged in developing career guidance systems
- Linked with various other ILO tools:
 - C. Casserly, *Employment counselling, career guidance and occupational information provided through a public employment service*, ILO Labour Administration Branch Document No. 40-2, ILO, Geneva, 1994
 - *Development Recommendation Database*, ILO-IFP/ SKILLS
 - F. Vargas Zuñiga, *Key competencies and lifelong learning*, Inter-American Research and Documentation Centre on Vocational Training, CINTERFOR/ILO, Montevideo, 2005
 - International Standard Classification of Occupations, ISCO, ILO, Geneva, 2008
 - T. Phan, E. Hansen and D. Price, *The public employment service in a changing labour market*, ILO, Geneva, 2001

Is there a training course in ITC-Turin?

No. However it is referenced during ITC-Turin training courses related to youth employment

Where to find more information?

- Website:
<http://www.ilo.org/skills>
- Career Guidance:
http://www.ilo.org/skills/what/pubs/lang--en/docName--WCMS_118211/index.htm
- VOCED research database for technical and vocational education and training:
http://www.voced.edu.au/td/tnc_85.317
- International Centre for Career Development and Public Policy in New Zealand:
<http://www.iccdpp.org/Resources/ArticlesRepository/tabid/92/articleType/ArticleView/articleId/106/Default.aspx>

Who to contact?

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