

My Youth Integration Guide

—
Guide for Youth Workers



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Introduction of the Project



In the context of an Erasmus+ KA2 project, lead by the French non-profit organization “The Collective for aEuropean Civic Service”, our partnership is implementing a project that covers the period 2024-2026 aiming to promote the European Civic Service across Europe, particularly in the countries where a national programme of engagement such as the French, German, Italian, or Luxembourgish one does not exist yet. The project includes six results, which are a combination of promotional materials, pilot projects of European Civic Service, and tools for the professional insertion of the youth in European Civic Service in the partner countries of the project: France, Germany, Italy, Spain, Portugal, Poland, and Romania. The European Civic Service is a one-year programme for youth, combining six months of engagement on missions of general interest in the country of origin, accompanied by language, citizenship, EU values, environmental values training and professional mentoring, followed by six months of engagement on missions of general interest in another country of the European Union.

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The main goal of this programme, which is supported by various stakeholders across Europe, such as the President of the French Republic, and which has been awarded the Charlemagne Youth Prize in 2020, is to open European mobility to all youth of Europe, and particularly the youth with fewer opportunities.

”



Introduction of the Project

Our Aim

Along the road of the YouSCE project is to give the opportunity to the 46 youth volunteers (aged 18-30, 50% of youth with fewer opportunities) in the targeted countries of the partnership to be part of a European movie project and develop skills useful for their personal development and professional insertion while training the youth workers to accompany them and encouraging full time volunteering programmes in countries where there is yet no national programme of engagement for youth volunteers.

Our Idea

The project is based on the daily filming by the youth themselves of the activities of general interest they are conducting as volunteers in groups of half-nationals and half-Europeans. This will be completed by a training for youth workers to enable them to accompany the youth in their filmmaking, two cross-border encounters where the youth will conduct specific solidarity missions together, and dissemination of the results at a final gala, artistic festivals, schools and local communities.

Our Results

The six results (two manuals, a short-movie, a toolkit, a report, and a guide), with the short-movie at the center, are a combination of analytical and technical materials with tools for the youth to develop their professional and digital skills, tools for the youth workers to accompany the professional insertion of the young volunteers from diverse backgrounds, and information for stakeholders on how to implement a European Civic Service in new countries.



Introduction of Partner NGOs

1. Collectif pour un Service Civique Européen

France, Paris

<http://serviceciviqueeuropeen.eu/>

2. Sciara progetti A.P.S. - E.T.S.

Italy, Fiorenzuola d'Arda

www.sciaraprogetti.com

3. World Society Builders gUG

Germany, Hannover

www.instagram.com/world_society_builders

4. Plantar Uma Árvore - Associação

Portugal, Queluz - Sintra

www.plantarumaarvore.org

5. Coordinadora Infantil y Juvenil de Tiempo Libre de Vallecas

Spain, Madrid

www.coordinadora.org.es

6. Centrum Wspolpracy Mlodziezy

Poland, Gdynia

www.cwm.org.pl

7. Fundatia Nationala pentru Tineret

Romania, București

www.rotineret.ro

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"Our partnership is implementing a project aiming to promote the European Civic Service across Europe."

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Introduction to Youth Integration



Youth integration into the job market refers to the process of supporting and guiding young people—particularly those transitioning from volunteer programmes—into meaningful, stable, and sustainable employment. This transition is a critical phase in a young person’s life, where skills, experience, and identity developed through volunteering must be effectively translated into employability and career direction.

While volunteer programs often equip youth with valuable soft skills such as teamwork, communication, and adaptability, there is a noticeable gap in structured pathways that help volunteers connect these experiences to real-world job opportunities. Many young people finish their service with enthusiasm and potential, but without the tools, networks, or guidance to enter the workforce confidently. This integration is not only essential for the individuals involved but also for society at large. When young people are meaningfully employed, they contribute to economic growth, social cohesion, and innovation. Conversely, if they struggle to find work after volunteering, it can lead to underemployment, loss of motivation, and wasted potential.

Recognizing and addressing this challenge is key to building a stronger, more inclusive labor market that values the contributions of the youth and equips them for long-term success. **Many young people struggle to see how volunteering connects to work. Youth workers play a key role in helping them make this connection.**



Youth Integration Stages

Stages of Youth Integration into the Job Market

To effectively support young people as they transition from volunteering to employment, it is essential to consider their journey in three key stages: Pre-Mission, Current Mission, and Post-Mission. These stages allow us to identify targeted interventions and support mechanisms at each critical phase of a young person's development.



1. Pre-Mission: Laying the Groundwork

The Pre-Mission stage occurs at the beginning of their volunteer service. This phase focuses on preparing individuals both mentally and practically for the mission ahead, while also planting the seeds for their future career. At this stage we must establish a map of their growth throughout the volunteer programme having their integration in the job market in mind.

2. Current Mission: Developing Skills and Identity

During the mission, youth are actively engaged in volunteering activities. This stage is crucial for experiential learning, personal growth, and the development of transferable skills. During this stage we must establish a mapping of the purpose, skills and identity of the youth.

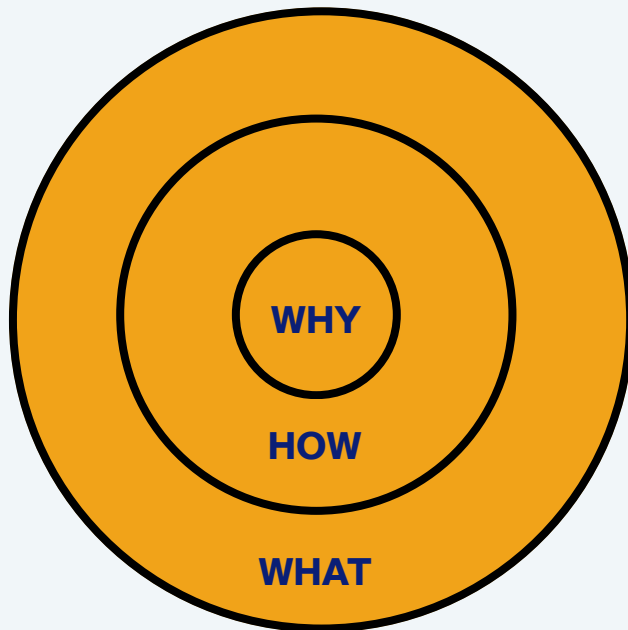
3. Post-Mission: Bridging to Employment

The Post-Mission phase is where integration into the job market becomes the primary goal. At this stage, the focus shifts to helping youth translate their volunteer experiences into concrete career opportunities. At this stage we should focus on career counseling, such as CV writing assistance, interview preparation and job matching.

The Golden Circle

Using Simon Sinek's Golden Circle in Youth Integration

What is the Golden Circle?



Simon Sinek's Golden Circle is a leadership and communication model that helps individuals and organizations connect deeply with purpose and motivation. The model is built around three concentric circles:

- 1. WHY** – The core purpose, cause, or belief that inspires action.
- 2. HOW** – The process or values that guide how the work is done.
- 3. WHAT** – The result or product; what you do.

Most people and organizations communicate from the **outside in** (starting with what they do), but Sinek argues that truly inspiring individuals and organizations communicate from the **inside out**, starting with **WHY**—the belief that drives them.

Why the "WHY" Matters for Youth Integration

For youth engaged in volunteer programmes, knowing their personal WHY—their inner motivation for volunteering—can be transformational. It brings clarity, fuels engagement, and provides a strong foundation for career development. Whether a volunteer is driven by a passion for community, a desire to learn, or a sense of responsibility, this deeper purpose can shape how they grow during and after the experience.

When integrated intentionally into each stage of the job market integration process, the WHY can enhance motivation, increase impact, and improve long-term employment outcomes.

Here is Simon Sinek's TED TALK "How Great Leaders Inspire Action" on the Golden Circle:
<https://www.youtube.com/watch?v=qp0HIF3SfI4>



Applying the "WHY", "HOW" and "WHAT" in the Three Stages of Integration

1. Pre-Mission: Discover the WHY

Before the mission begins, helping youth identify their WHY sets the tone for meaningful engagement.

- Workshops or discussions can guide them to reflect on questions like: Why am I volunteering? What matters most to me?
- This self-awareness helps align volunteer choices with personal values and future career interests.
- It builds internal motivation, increasing their commitment and sense of purpose during the mission.

2. Current Mission: HOW Their Work Honors Their WHY

During the volunteer programme, youth have the opportunity to act on their WHY and see HOW their work should be done in order to sustain their WHY.

- Regular reflection sessions can connect their daily tasks with their core motivations, their WHY.
- Mentors can reinforce their WHY and use these values to guide HOW their work should be done, while focusing on their strengths, and evolving goals.
- Understanding their WHY keeps them resilient through challenges, HOW they do their work, and keeps them focused on the bigger picture.

3. Post-Mission: WHAT Have They Accomplished

After the mission, the WHY becomes a powerful narrative tool in job integration, and the WHAT is used as a tool to show WHAT they have accomplished, WHAT they have done, and WHAT skills they have gained.

- Youth can articulate their WHY and WHAT in resumes, interviews, and personal statements—demonstrating purpose-driven leadership and clarity.
- Youthworkers can help them match their WHY, and WHAT they have gained from the experience, to job roles or sectors that resonate with their values.
- The WHY helps them choose paths not just for income, but for meaning and long-term fulfillment.





Get to Know Your Youth

Why Understanding the Volunteer Profile Matters

Before guiding young people through the integration stages using the Golden Circle, it's essential to first understand who they are. Every youth brings a unique background, set of experiences, motivations, and challenges—and these deeply influence how they engage in volunteering and how they envision their future in the job market.

Why Create a Youth Profile?

1. Personalization Leads to Impact

A one-size-fits-all approach risks missing the mark. By understanding each youth's context—educational level, socio-economic background, skills, interests, and barriers—you can tailor guidance, support, and opportunities that truly resonate.

2. Unlocking Authentic Motivation

The Golden Circle begins with the WHY, but young people may struggle to articulate theirs without support. Knowing their story allows you to ask better questions and help them uncover genuine motivations that align with their identity and aspirations.

3. Building Trust and Engagement

When youth feel seen and understood, they're more likely to open up, participate actively, and commit to the process. A clear profile helps create that foundation of trust and empathy.

4. Connecting Past, Present, and Future

Understanding their background helps make sense of their current behavior and choices—and guides you in helping them make intentional connections between their volunteering experience and future career pathways.

What Should a Youth Profile Include?

- Personal background (age, education, living situation)
 - Career interests or aspirations
 - Volunteering history (if any)
 - Strengths and skills (technical and soft)
 - Areas for growth or support needs
 - Motivations for joining the mission
 - Hopes and concerns about the future
-

By taking time to get to know your youth, you lay the groundwork for a more meaningful, relevant, and empowering experience—one that doesn't just involve them in a mission, but helps them discover a deeper sense of purpose and direction.





Key Questions to Build a Youth Profile

A Conversation Guide for Youthworkers

Before applying the Golden Circle and integration stages, it's essential to understand where each young person is starting from. Use the following questions as a guide—not a checklist—to spark open, reflective conversations. These can be asked during intake, one-on-one sessions, or group activities.

Encourage honesty, curiosity, and storytelling. The goal isn't to fill out a form—it's to listen deeply and connect personally.

1. Motivation & Purpose (Early WHY Discovery)

Help the youth start reflecting on what drives them.

- Why did you decide to join this volunteer programme?
- What do you hope to get out of this experience?
- What causes or topics do you care deeply about?
- When do you feel most alive or motivated?

2. Skills, Strengths & Aspirations

Explore their talents and where they want to go.

- What are you good at? What do others say you're good at?
- What skills would you like to develop?
- What jobs or careers interest you—even if they feel far off?

3. Vision & Values

Start bridging their present with a meaningful future.

- If you could do anything in the future, what would it be?
- What kind of impact would you like to have in your community or the world?
- What values are important to you when choosing a job or project?
- What would a "meaningful" career or life look like for you?

Outcome: By asking these questions, you're not just gathering data—you're building a trusting relationship, empowering self-discovery, and preparing to guide each youth with purpose.





Pre-Mission: Discover the WHY

Laying the Groundwork for Purposeful Engagement and Future Growth

The Pre-Mission stage sets the tone for the entire volunteer experience. It is not just an orientation—it is the foundation for helping young people connect their actions to their identity, motivations, and future aspirations.

By guiding youth to discover their WHY, youthworkers can transform volunteering from a task into a journey of self-discovery, growth, and career preparation.

Goals of the Pre-Mission Stage

- Help youth uncover their personal motivations and values.
 - Connect those motivations to their choice to volunteer.
 - Begin mapping a developmental path that links the volunteer experience to job integration.
 - Create internal motivation that drives commitment and resilience throughout the mission.
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Tools & Activities for Youthworkers

1. Guided Reflection Sessions

Use simple, open-ended questions in a group or individual setting:

- Why did you say yes to this opportunity?
- What issues or causes matter to you most?
- What do you hope to learn about yourself through this experience?
- How do you want to grow during this mission?

2. The WHY Discovery Workshop

Create an interactive session where youth:


- Explore their values (use card-sorting or value ranking tools).
- Share stories of moments when they felt proud, motivated, or inspired.
- Identify patterns or themes that reveal their underlying WHY.
- How do you want to grow during this mission?

3. Create a Growth Map

Help youth visualize their journey from the start:

- Where are you now? (current skills, interests, confidence)
 - What do you hope to gain? (personal, social, and career goals)
 - What kind of future do you imagine? (job sectors, roles, lifestyle)
 - What could this mission unlock for you?
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By the End of Pre-Mission, Youth Should:

- Have a personal WHY statement (even if it's simple or evolving)
 - Feel mentally prepared and emotionally invested in the mission
 - Begin seeing the connection between this experience and their long-term goals
 - Be equipped with a Growth Map that will be revisited during and after the mission
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Current Mission: HOW Their Work Honors Their WHY

Empowering Purpose Through Action, Skill, and Reflection

The Current Mission stage is where the volunteer journey becomes real. Youth are actively engaging with tasks, challenges, teams, and new environments. This is where they begin to learn HOW to carry out meaningful work in a way that honors their WHY, while also developing skills and shaping a sense of identity.

For youthworkers, this phase is a critical window to guide, support, and help youth make sense of their experience—not just in terms of what they do, but how they do it and who they are becoming in the process.

Goals of the Current-Mission Stage

- Support youth in translating their WHY into action.
- Encourage skill development and competency building.
- Cultivate self-awareness and professional identity.
- Reinforce reflective practices that help youth process their growth and evolving goals.

Strategies & Activities for Youthworkers

1. Link Daily Tasks to Core Motivations

Help youth regularly connect their actions to their deeper purpose. Use quick debriefs or short journaling prompts like:

- How does what you did today reflect your values?
- What challenge helped you grow?
- How did your work reflect something you care about?

2. Map Skill & Identity Development

Track their learning journey and emerging professional traits. Co-create a Skill & Identity Map:

- Technical skills they're building (e.g., logistics, organization, digital tools)
- Soft skills in progress (e.g., empathy, leadership, responsibility)
- Personal qualities they're noticing in themselves


Outcome: Builds vocabulary and awareness for resumes, interviews, and long-term confidence.

3. Foster Peer and Mentor Dialogue

Create structured moments of exchange and support.

- Host reflection circles or mentor check-ins weekly
- Promote feedback rituals (e.g., “one thing I did well, one thing I want to improve”)
- Use storytelling: “Share a moment where you felt proud this week”

By the End of Current Mission, Youth Should:

- Understand HOW their daily work reflects their values and WHY.
 - Identify key skills they've developed or improved.
 - Begin shaping a professional identity (even if still emerging).
 - Feel supported, seen, and capable of contributing meaningfully.
- 



Post-Mission: WHAT Have They Accomplished

Transforming Experience into Opportunity

The Post-Mission stage is the bridge between volunteering and employment. It's where reflection turns into articulation—where youth begin to see, name, and present WHAT they have done, WHAT they've gained, and WHAT they can offer to future opportunities.

While their WHY continues to guide their choices, the focus now shifts to clarifying and communicating their accomplishments in a way that opens doors to education, employment, or further engagement.

For youthworkers, this phase is a critical window to guide, support, and help youth make sense of their experience—not just in terms of what they do, but how they do it and who they are becoming in the process.

Goals of the Post-Mission Stage

- Help youth identify and express what they've accomplished.
- Support them in translating experience into career-relevant language.
- Build their confidence to articulate their WHY and WHAT in professional settings.
- Begin the process of matching them with meaningful next steps (jobs, internships, training, etc.).

Strategies & Activities for Youthworkers

1. Inventory the Experience

Guide youth in looking back at their mission and listing:

- Projects or roles they were involved in
- Specific tasks they completed
- Challenges they overcame
- Skills they developed (both technical and soft)

2. Craft Personal Narratives

Encourage youth to turn their journey into a story they can tell in resumes, interviews, or networking.

- What are you proud of from this mission?
- What moment showed you what you're capable of?
- How did this experience shape your vision for the future?


Outcome: A few clear, personal stories tied to real accomplishments and skills.

3. Connect Experience to Career Paths

Help youth see how their mission experience maps onto future roles or sectors.

- Link the skills they gained with job roles or fields that value them
- Explore how their WHY matches with specific industries or mission-driven careers

By the End of the Post-Mission Stage, Youth Should:

- Be able to clearly describe WHAT they've done and learned.
 - Understand how their mission connects to professional paths.
 - Have stories and skills they can use in a CV or interview.
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Growth Map

A Practical Tool for Tracking Purpose, Skills, and Integration

The Growth Map can be one of the most practical and visual tools in your manual, because it helps youthworkers and youth track development across the three stages (Pre, Current, Post Mission), while tying it directly to the Golden Circle (WHY → HOW → WHAT).

The Growth Map is a simple framework that helps youthworkers and youth volunteers reflect on their journey through the programme. It connects their WHY (purpose), HOW (approach), and WHAT (achievements), while making progress visible and meaningful.

By revisiting the Growth Map at key stages, youth can see how they've grown, and youthworkers can guide conversations that prepare them for future employment and personal development.

In the next pages we will see the structure of the growth map, aligned with the golden circle and the stages of integration.

The growth map's design should be kept simple in order to make the youth's path towards the stages of integration as simple as possible.





Structure of the Growth Map

The Growth Map has three layers — aligned with the Golden Circle and the Stages of Integration:

1. Pre-Mission (WHY – Discover the Purpose)

Focus: uncover motivations, values, and aspirations.

- **Questions to guide:**
- Why am I volunteering?
- What do I hope to learn or change in myself?
- What values do I want to bring into my work?

Outcome: a personal WHY statement and initial development goals.

2. Current Mission (HOW – Living the Experience)

Focus: develop skills, apply values, shape identity.

- **Questions to guide:**
- How am I putting my WHY into action in daily tasks?
- How am I learning to work with others?
- What strengths or skills am I developing?
- How am I dealing with challenges?

Outcome: a Skill & Identity Map that records progress in soft skills, technical abilities, and personal growth.

3. Post-Mission (WHAT – Articulating Achievements)

Focus: translate experience into career-relevant outcomes.

- **Questions to guide:**
- What did I accomplish?
- What new skills do I have evidence for?
- What story can I tell about this experience?

Outcome: a list of concrete accomplishments and career-ready narratives that can be used in CVs, interviews, and job matching.



Layout for the Growth Map

You could use the Growth Map as a three-part worksheet

1. Pre-Mission (WHY)

- My WHY statement: _____
 - Values I want to honor: _____
 - Goals for this mission: _____
-

2. Current Mission (HOW)

- Skills I practiced: _____
 - Strengths I showed: _____
 - Challenges I faced & how I grew: _____
 - Feedback from mentors/peers: _____
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3. Post-Mission (WHAT)

- Tasks and projects I accomplished: _____
- Skills I can now demonstrate: _____
- Stories I can tell in an interview: _____
- Jobs/sectors that connect with my WHY and WHAT: _____

Outcome: The Growth Map turns a volunteer programme into a development journey. Youth leave not only with memories, but with clarity about their purpose, skills, and next steps into the job market.





Integration in the Job Market

From Volunteering to Professional Opportunities

Volunteering is more than a temporary mission — it can be a launchpad for personal and professional growth. In this chapter, we guide youthworkers in supporting young people to bridge their volunteering experience into meaningful steps toward employment.

At this stage, the focus is on helping youth:

- Recognize their value and accomplishments.
 - Learn to communicate their WHY and WHAT effectively.
 - Explore career paths that align with their motivations and skills.
 - Build practical tools (CV, interview preparation, job matching).
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1. Framing the Transition: Why It Matters

- Many young people struggle to see how volunteering connects to work. Youth workers play a key role in helping them make this connection.
- By reframing volunteering as real-world experience, youth gain confidence and credibility.
- Integration is not just about finding a job — it's about choosing meaningful pathways guided by their WHY.





Integration in the Job Market

2. CV & Portfolio Building (WHAT they've accomplished)

- Translate volunteering into professional language.
 - Highlight both technical skills (e.g., event planning, digital skills) and soft skills (e.g., teamwork, adaptability).
 - Encourage creating a skills-based CV or portfolio of experiences.
-

3. Interview Preparation (Telling their story)

- Practice articulating the WHY (purpose), the HOW (approach), and the WHAT (achievements).
 - Teach them to use volunteering examples to answer common interview questions.
 - Build confidence through mock interviews or roleplays.
-

4. Job Matching & Exploration (Finding the right fit)

- Support youth in exploring industries, roles, or studies aligned with their values.
- Use their Growth Map to match skills and interests with job opportunities.
- Encourage networking, mentorship, and informational interviews.



Integration in the Job Market

5. The Role of the Youthworker

Youthworkers act as bridges and translators:

- Help youth identify and affirm their skills.
 - Provide practical tools and resources (templates, job boards, local contacts).
 - Encourage resilience — remind youth that job searching is a process, not a one-time event.
 - Support them emotionally as they navigate uncertainty and rejection.
-

6. Outcomes of Successful Integration

By the end of this stage, youth should be able to:

- Present a clear CV or skills-based portfolio.
 - Tell a cohesive personal story that blends WHY, HOW, and WHAT.
 - Identify career pathways that align with their strengths and values.
 - Enter the job market with confidence, clarity, and resilience.
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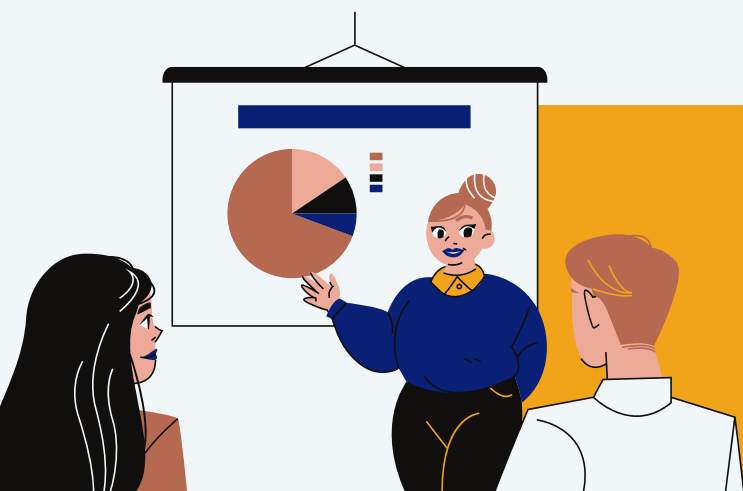
The Importance of Integration

Integration into the job market is not only about helping young people find employment. It is about empowering them to step into the world of work with clarity, confidence, and purpose. Through volunteering, they have discovered their WHY, practiced HOW to put it into action, and achieved tangible WHATs that prove their growth.

The role of the youthworker is to ensure that this journey does not end when the mission ends. Instead, it should become a launchpad for meaningful futures. By guiding youth to recognize and articulate their accomplishments, you help them see that their experiences are valuable, transferable, and worthy of recognition.

When young people understand the link between their mission, their skills, and their career aspirations, they are more likely to pursue paths that are not only sustainable but also aligned with their values. This creates not just workers, but purpose-driven professionals who bring resilience, passion, and commitment to their communities and workplaces.

Ultimately, integration is about more than getting a job — it is about opening doors to self-realization, independence, and long-term fulfillment. By walking alongside youth in this crucial stage, you are helping them transform their volunteering into a powerful foundation for the rest of their lives.





Practical Steps for Youth Integration

A CV and portfolio are tools that turn the volunteer experience into concrete evidence of skills and achievements. Many young people will be creating these for the first time, so youthworkers should provide clear guidance, templates, and space for reflection.

CV Building: Step by Step

1: Personal Information

- Full name.
 - Contact details (phone, email).
 - Optional: LinkedIn or personal website if they have one.
 - Keep it professional — no nicknames, casual emails, or unnecessary details (like full address if not needed).
-

2: Personal Statement (3–4 lines)

A short introduction that highlights:

- Their WHY (motivation, purpose or/and values)
- Key skills they bring
- The type of roles/opportunities they are seeking

Example:

“Motivated by a passion for helping others, I bring strong teamwork and problem-solving skills developed through volunteer service. I am seeking opportunities where I can continue to learn and contribute to community-focused initiatives.”

3: Experience Section

Here, youth translate their volunteering into professional language.

- Role / Position: Volunteer Event Coordinator
- Organization: Local Youth Center
- Dates: Jan – Mar 2025
- Achievements (bullet points):
 - Coordinated logistics for 3 community events with 50+ participants
 - Assisted in mentoring younger volunteers, fostering teamwork and confidence
 - Developed digital flyers and posts for social media outreach
 - Use action verbs: coordinated, supported, organized, created, facilitated, developed.



CV Building: Step by Step

4: Skills Section

Encourage separating into two categories:

- Soft Skills: teamwork, adaptability, communication, leadership
 - Technical Skills: Microsoft Office, social media management, event planning
-

5: Education & Training

- Formal education (school, university, vocational training)
 - Any workshops, certificates, or training during volunteering
-

6: References (Optional)

- A mentor, youthworker, or organization leader can be listed as a reference.



Portfolio Building: Step by Step

A portfolio goes beyond the CV — it provides evidence of achievements. It can be a simple folder (digital or printed) with:

What to Include

- Visuals: Photos from projects, events, or activities.
- Documents: Certificates, workshop attendance records, letters of recommendation.
- Feedback: Testimonials from mentors, peers, or community members.
- Samples of Work: Posters, flyers, social media posts, or project reports they contributed to.

Practical Portfolio Activities for Youthworkers

- Evidence Hunt: Ask youth to gather any materials from their mission (photos, notes, certificates).
- Testimonial Request: Encourage them to ask mentors/peers for 2–3 sentences about their contributions.
- Showcase Moment: Pick 2–3 achievements and write a short “story” with context, action, and result.

By the End of CV & Portfolio Creation, Youth Should:

- Have a clear, structured CV highlighting volunteering as work experience.
- Understand how to describe their accomplishments with action verbs and measurable results.
- Begin a portfolio that serves as tangible proof of their growth.
- Feel more confident presenting themselves in the job market.

Tip for Youthworkers: Always emphasize quality over quantity. Even one well-described volunteer role can be powerful if the skills and impact are communicated clearly.





Interview Preparation

Helping Youth Tell Their Story with Confidence

Interviews can be intimidating, especially for young people who may have little or no job experience. The good news is that volunteering provides plenty of stories, examples, and skills to talk about. With the right guidance, youth can learn to present themselves with clarity, confidence, and authenticity.

Why Interview Prep Matters

- Builds confidence by reducing fear of the unknown.
 - Helps youth connect their volunteering experience to job requirements.
 - Teaches them to tell their story using WHY (motivation), HOW (approach), and WHAT (achievements).
-

Practical Steps for Youthworkers

1: Know the Common Questions

- “Tell me about yourself.”
- “What are your strengths?”
- “Can you give an example of when you worked in a team?”
- “Why do you want this role?”

Tip: Encourage them to connect answers back to volunteering whenever possible.

2: Teach the STAR Method

The STAR method helps structure answers clearly:

- S – Situation: What was happening?
- T – Task: What was your responsibility?
- A – Action: What did you do?
- R – Result: What was the outcome?



Interview Preparation

Practical Steps for Youthworkers

3: Practice Body Language & Presence

- Encourage eye contact and open posture.
 - Remind them to smile and speak clearly.
 - Practice short introductions (“elevator pitch”) — a 30-second version of their WHY + skills.
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4: Run Mock Interviews

- Set up short roleplay sessions where one person plays the interviewer.
 - Use real questions, time limits, and feedback.
 - Highlight strengths first, then suggest improvements gently.
-


5: Prepare Questions for the Employer

Remind youth that interviews are two-way. They can ask questions like:

- “What opportunities are there for learning and growth in this role?”
- “What qualities do you value most in your team?”

This shows interest and confidence.

By the End of Interview Prep, Youth Should:

- Be familiar with common interview questions.
 - Know how to use the STAR method to answer clearly.
 - Be able to share their WHY, HOW, and WHAT naturally.
 - Feel more confident presenting themselves as capable and motivated candidates.
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Job Matching

Connecting Skills and Purpose to Opportunities

Once youth have a CV and feel confident in interviews, the next step is finding opportunities that fit who they are and what they want to achieve. Job matching is not just about getting any job — it's about helping them discover roles or sectors that align with their values, strengths, and long-term goals.

Why Job Matching Matters

- Many youth apply randomly, without direction, which can lead to frustration.
 - Matching jobs with their WHY and skills increases motivation and retention.
 - Youthworkers act as guides, helping young people explore options they may not know exist.
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Practical Steps for Youthworkers

1: Use the Growth Map

- Review the youth's Growth Map (WHY → HOW → WHAT).
- Highlight skills and interests that could point toward career paths.

Example: “You enjoyed organizing community events — have you thought about event management or social project coordination?”

2. Explore Job Sectors Together

- Introduce youth to different industries (social work, digital marketing, hospitality, education, etc.).
- Encourage informational interviews or job shadowing where possible.
- Use online platforms or local job boards to browse real listings together.



Job Matching

Practical Steps for Youthworkers

3: Align Skills with Roles

- Help youth identify transferable skills (teamwork, communication, adaptability) and connect them to real roles.

Example: “Your teamwork during volunteering can translate into customer service, project teams, or NGO work.”

4: Encourage Goal-Setting

- Guide them to set short-term goals (first job, internship, training) and long-term goals (career path, dream job).
 - Show how the first step doesn't have to be perfect, but should build experience in the right direction.
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5: Build a Job Search Routine

Teach practical strategies:

- Dedicate time weekly to searching and applying.
 - Keep track of applications (simple spreadsheet or notebook).
 - Follow up on applications professionally.
-

By the End of Job Matching, Youth Should:

- Have clarity about the types of jobs or sectors that interest them.
- Recognize how their WHY, HOW, and WHAT align with real-world roles.
- Feel prepared to take first steps toward meaningful opportunities.
- See job searching not as a random activity, but as a guided journey.



Youthpass is a European recognition instrument for identifying and documenting learning outcomes that are acquired in projects under the Erasmus+ Youth and the European Solidarity Corps programmes.



- Youthpass promotes individual reflection and awareness about learning and helps to make learning outcomes visible for the learners themselves as well as for others.
- It aims to reinforce reflective practices in youth work and solidarity activities, thereby enhancing their quality and recognition.
- It also supports the continued pathways of young people and youth workers.
- Raises visibility of the value of European engagement.

In the youth work field and, therefore, in the context of Youthpass, we speak about the recognition of non formal and informal learning in the youth field, and about the recognition of youth work (as educational practice). In terms of non-formal and informal learning, Youthpass seeks to enhance the recognition of both the learning process as well as the learning outcomes: the competences developed in youth work.

“

When describing the learning outcomes in Youthpass, the young people are invited to use the key competences for lifelong learning. The framework describes main competence areas that all individuals need for personal and professional fulfilment, for social inclusion and active citizenship and to lead a sustainable and healthy lifestyle. A competence is defined as the combination of knowledge, skills and attitudes.

”

Key competences are grouped under 8 main areas, however they are interconnected and build on each other



- ***Literacy competence***
- ***Multilingual competence***
- ***Mathematical competence and competence in science, technology and engineering (STEM)***
- ***Digital competence***
- ***Personal, social and learning to learn competence***
- ***Citizenship competence***
- ***Entrepreneurship competence***
- ***Cultural awareness and expression competence***



The new Youthpass certificates for 2021-2027 use the European Training Strategy (ETS) [competence model for youth workers to work internationally](#), as the reference framework for the self-assessment of participants in training activities (youth workers and other youth work practitioners), as well of team members.

The ETS competence areas used in Youthpass are:



- ***Facilitating learning***
- ***Designing programmes***
- ***Managing resources***
- ***Collaborating in teams***
- ***Communicating meaningfully***
- ***Displaying intercultural sensitivity***
- ***Networking and advocating***
- ***Assessing and evaluating***
- ***Being civically engaged***



My Youth Integration Guide



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Guide for Youth Workers

Along the road of the YouSCE

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