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# EMPLOYABILITY SKILLS DEVELOPMENT TRAINING PROGRAM

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Empowering Youth to be Future-Ready



Soft Skills Training Proposal  
YouthNet Career Development Centre (YCDC)  
(*A YouthNet Initiative*)  
2023



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## A. Introduction

Lack of proper guidance at an early stage is one of the leading causes for Youth unemployment, which is one of the most critical challenges the world is facing today: young people make up almost half of the world's unemployed. In the upside-down, topsy-turvy world of jobs these days, even an advanced degree can't protect some of our best from tumbling down.

## B. Importance of Career Guidance and Employability Skills Development Training

Nagaland has reported the highest unemployment rate in the country at 24.7%.  
(Source: Periodic Labor Force Survey for 2019-2020 via Ministry of Labor & Employment).

Career guidance is a means of empowerment for students to make informed decisions and be responsible for their future, from choices on their learning, occupations, career goals and other aspects of life. It encourages students to make smarter career decisions in accordance with their interests, abilities and prepares them for the future.

Employability Skills are the transferable skills needed by any individual to make himself/herself 'employable'. Along with good technical understanding and subject knowledge, employers often outline a set of skills that they want from an employee. These skills are what they believe will equip the employee to carry out the roles to the best of his/her ability.

Employability depends on our knowledge, skills and attitudes, how we use these assets, and how we present them to the employers. Understanding the importance of these aspects, YouthNet has initiated several programs and activities for the students in schools, colleges and universities across Nagaland. We believe in honing the essential skills amongst the youth required in today's competitive world.

YouthNet has been conducting successful Career Guidance and Employability Skills Development Training programs in Education Institutes across Nagaland since 2014, and we'd love to be given an opportunity to partner with College of Nursing (CON), Christian Institute of Health Sciences and Research (CIHSR) to implement this training program.

## C. Objectives

- i. Provide the students with career guidance which are aligned with their developmental needs.
- ii. Encourage them to make career decisions in accordance with their interests, abilities and strengths.
- iii. Empower them to make informed and responsible choices on their learning, occupations, career goals and other aspects of life.

## **D. Expected Outcome**

- i. New notions of learning and pedagogy will bring wider perspective to the educational realm.
- ii. Students are prepared to attain their potential through the pursuit of their personal and career goals.
- iii. Better equipped in managing and adapting while transitioning from school to work.

## **E. Modules**

### **Unit I - Aspects of Self-Awareness**

Session 1: Tools for Self-Awareness

Session 2: Interests, Abilities & Influencers

Session 3: Know your IKIGAI- *Find your Purpose*

### **Unit II - Understanding Career Development**

Session 1: Defining Career & Job,

Session 2: Description of Education & Skill Development,

Session 3: Growth and Benefits

### **Unit III - Career Decision Making**

Session 1: Gender, Money, Sector & Social Status

Session 2: Higher Education & Career Choices

### **Unit IV - What is World of Work?**

Session 1: Identifying Trends, Education Qualifications & Certifications

Session 2: Reviewing Career Options,

Session 3: Vocational and Skill Development Courses

### **Unit V - Exploring the World of Work**

Session 1: Career Fair, Success Stories, Internet Research, Industry Visits & Community Scanning

Session 2: Workplace Expectations

Session 3: Orientation on various Employment Opportunities in the Private Sector



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## Unit VI - Preparing for the World of Work

Session 1: Resume Writing

Session 2: Interview Skills

Session 3: Mock Interviews

## Unit VII - 21<sup>st</sup> Century Skills

Critical Thinking and Problem Solving

Session 1: Why- Why and Mind Map Methods

Session 2: FIDS Methods

Communication Skills

Session 1: Oral and written communication

Session 2: Body language and Listening

Session 3: Public speaking and Presenting

Work skills

Session 1: Teamwork

Session 2: Time Management

Session 3: Leadership

Session 4: Networking

Session 5: Internet and Media Literacy

The training will guide the students towards discovering solutions and answers to some questions that riddle their minds.

1. What is my SWOT?
2. What are the different career options after graduation?
3. What courses can I take to develop my skills?
4. Can my hobby be turned to a profession?
5. How do I know what career is right for me?
6. What courses/examinations are required to be an IAS officer, Entrepreneur, Doctors, Engineers, Social workers or Academician?
7. What kinds of jobs, beyond traditional ones, are available in Nagaland at present?
8. What are 21<sup>st</sup> Century job skills?

## F. Training approach and methodology

We use a “*blended*” learning approach, which combines the following to provide an interactive learning experience:

- Use of computer based self-learning lessons
- Session activities and role-plays
- Worksheets

A healthy balance of technology and session activities ensures the following:

- Creating and sustaining interest in the topics
- Ensuring participation of all the participants
- Ensuring collaboration through group activities



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### **G. Program Details**

- Duration: 20 Hours per semester
- Target: Students pursuing their graduation (recommend 6<sup>th</sup> Semester students)
- Timing: The training would adhere to the schedule of the college
- Batch size: As enrolled by the college

### **H. Requirement for the training**

- LCD projector or provision to connect one
- White/black board
- Classroom/Conference room to conduct the sessions

### **I. Commercials for the Training:**

Your investment towards the Employability Skills Development Training will be charged at Rs.1000/- per student by YouthNet.

This includes the cost of the facilitators, training hand-outs, materials for activities and local conveyance only.

### **J. Post Training Plan**

YouthNet has a placement cell, *YouthNet Job Centre (YJC)*, which is designed to bridge the gap between employers and employees in the private sector. Any students who wish to work after the HSSLC examination or Graduation will be updated about the various job opportunities relevant to their profiles, qualifications and skill-sets where they can apply and seek employment in industries/sectors of their choice.

### **K. Contact Person**

Ms. Esther Secu

Supervisor, Training and Talent Management, YouthNet.

Phone Number: +917005459904