

Guidance and counselling services in Employment and Economic Development Offices

■ Educational and vocational information services

In charge of guidance and counselling:

- education advisers

Methods:

- individual guidance
- information and guidance in groups
- self-study facilities

■ Vocational guidance and career planning

In charge of guidance and counselling:

- vocational guidance psychologists

Methods:

- individual guidance
- in groups
- psychological assessments
- work and education try-outs

■ Employment service

In charge of guidance and counselling:

- employment advisers and counsellors

Methods:

- individual employment service
- jobseeking information
- self-study facilities
- in groups

■ Vocational rehabilitation

In charge of guidance and counselling:

- special employment advisers
- rehabilitation advisers (for disabled jobseekers)
- vocational guidance psychologists (for all individual clients)

Methods:

- individual guidance on employment and rehabilitation
- individual vocational guidance and career planning
- health checks and aptitude tests
- specialist consultations
- work and education try-outs

Guidance and counselling services in educational institutions

■ Comprehensive school (9 years)

In charge of guidance and counselling:

- class teachers
- subject teachers
- guidance counsellors

Methods:

- in classes
- study excursions
- workplace visits
- individual guidance
- web-based and distance guidance

■ (Upper) Secondary education (3 years)

General upper secondary school

In charge of guidance and counselling:

- teachers
- group advisers
- guidance counsellors

Vocational college

In charge of guidance and counselling:

- teachers
- group advisers
- guidance counsellors
- workplace instructors

Methods:

- workplace visits and study excursions (general upper secondary school)
- in groups
- integrated into teaching
- individual guidance
- web-based and distance guidance
- on-the-job learning (vocational institution)

■ Higher education (polytechnics and universities) (3–5 years)

In charge of guidance and counselling:

- specialist counsellors
- teachers

Methods:

- individual guidance
- integrated into teaching
- careers and recruitment services
- study affairs guidance
- web-based and distance guidance

■ Adult education institutions

In charge of guidance and counselling:

- teachers
- guidance counsellors

Methods:

- individual guidance
- integrated into teaching
- web-based and distance guidance