

UČNI NAČRT PREDMETA / COURSE SYLLABUS

Predmet:	Iskanje zaposlitve
Course title:	Job Seeking

Študijski program in stopnja Study programme and level	Študijska smer Study field	Letnik Academic year	Semester Semester
Računalništvo in spletne tehnologije, visokošolski strokovni študijski program prve stopnje	-	Drugi ali tretji	Četrty ali šesti
Computer Science and Web Technologies, first cycle Professional Study Programme	-	Second or third	Fourth or sixth

Vrsta predmeta / Course type

Izbirni / Elective

Univerzitetna koda predmeta / University course code:

2-RST-VS-IP-IZ-2022-12-16

Predavanja Lectures	Seminar Seminar	Vaje Tutorial	Klinične vaje work	Druge oblike študija	Samost. delo Individ. work	ECTS
30	-	45	-	-	105	6

Nosilec predmeta / Lecturer:

Jeziki / Languages:

Predavanja / Lectures:

Slovenski / Slovenian, Angleški / English

Vaje / Tutorial:

Slovenski / Slovenian, Angleški / English

Pogoji za vključitev v delo oz. za opravljanje študijskih obveznosti:

Vpis v 2. ali v 3. letnik študija.
Pred izpitom uspešno opravljena predstavitev terenskega dela.

Prerequisites:

Enrolment into the second or the third year of the study.
Successful presentation of fieldwork prior to exam.

Vsebina:

- Kultura upravljanja s človeškimi viri: strategije in načini pridobivanja kadrov.
- Organizacijski in zaposlitveni vidiki (potencialnih) zaposlovalcev mladih iskalcev/iskalk prve zaposlitve.
- Spremembe na (mladinskih) trgih dela.
- Prehod diplomantov iz visokošolskega izobraževanja v (ustrezno) zaposlitev: trendi v EU državah.

Content (Syllabus outline):

- Culture of human resource management: recruitment strategies and techniques.
- Organisational and employment policy aspects of young first job seekers' (potential) employers.
- Changes in (youth) labour markets.

- Pomen individualnih vložkov študentov v človeški in socialni kapital za kompetenten vstop na trg dela po diplomi.
- Vloga profesionalnih socialnih omrežij v procesu pridobivanja ustrezne zaposlitve za mlade diplomante/diplomantke.
- Izvedba individualnih in skupinskih praktikumov pod mentorstvom predavatelja oz. predavateljice, predstavitve rezultatov, izmenjava znanj in izkušenj, izdelava inovativnih strategij za pridobitev (ustrezne) zaposlitve.

- Transition of graduates from higher education to (proper) job: trends in EU countries.
- The importance of individual investments in human and social capital during the study in sake of graduates' competent entry to labour market.
- The role of professional social networks in process of graduates' (proper) job seeking.
- Individual and group practicum, guided by lecturer, presentation of results, exchange of knowledge and experiences, designing of inventive strategies for (proper) job searching.

Temeljni literatura in viri / Readings:

- Marchington, M. & Wilkinson, A. (2016). *Human Resource Management at Work – People Management and Development*. London: CIPD.
- Armstrong, M. (2009). *Armstrong's Handbook of Human Resource Management Practice*. London: Kogan Page.
- English, S. (2019). *CV & interview 101 : how to apply and interview for jobs*. Edinburgh : Polaris Publishing.
- Špindler, T. & Gorenak, M. (2022). *Spretnosti za uspeh na delovnem mestu [Elektronski vir]*. Maribor : Univerza v Mariboru, Univerzitetna založba. Dostopno prek: <https://press.um.si/index.php/ump/catalog/book/657>
- Eures: Iskalci zaposlitve. Dostopno prek: https://eures.ec.europa.eu/jobseekers_sl

Cilji in kompetence:

Učna enota prispeva k razvoju naslednjih splošnih in predmetno-specifičnih kompetenc:

Splošne kompetence:

- sposobnost fleksibilne uporabe znanja v praksi
- obvladanje raziskovalnih metod, postopkov in procesov
- razvoj kritične in samokritične presoje
- sposobnost pridobivanja, selekcije, ocenjevanja in umeščanja novih informacij in zmožnost interpretacije v ustreznem kontekstu
- razvoj veščin in spretnosti pri uporabi pridobljenega znanja s pomočjo reševanja empiričnih problemov

Predmetno-specifične kompetence:

- razumevanje ne-tehničnih aspektov socialnih omrežij na personalni,

Objectives and competencies:

The instructional unit contributes to the development of the following general and subject-specific competencies:

General competencies:

- ability to use the acquired knowledge in practice in a flexible manner
- mastering research methods, procedures and processes
- development of critical and self-critical judgement
- ability to find, select, evaluate and position the new information as well as appropriate, context-aware interpretation
- development of skills and abilities by using the obtained knowledge for empirical problem solving

Subject-specific competences:

organizacijski, nacionalni in internacionalni ravni

- razvoj komunikacijskih sposobnosti in spretnosti, posebej v kontekstu procesov zaposlovanja
- vzpostavljanje stikov z zaposlovalci
- zmožnost za prepoznavanje zaposlitvenih možnosti)
- razumevanje teoretskih, analitičnih in empiričnih razlag aktualnih dogajanj v nacionalnem, evropskem in globalnem socialnem okolju (ekonomska kriza, prestrukturiranje trgov dela, preizobraženost, mladinska brezposelnost)

- understanding the non-technical aspects of social networks on the inter-personal, organisational, national and international level
- communication abilities development, especially in the context of employment processes
- making contact with employers
- ability to recognise employment opportunities)
- basic understanding of theoretical, analytical and empirical interpretations of current events in national, EU and global social environments (economic crises, labour market re-structuring, over-education, youth unemployment)

Predvideni študijski rezultati:

Znanje in razumevanje:

Študent/študentka:

- pozna in razume temeljne pojme, informacije in podatke, ki so potrebni za oceno stanja na trgu delovne sile in kadrovskih potreb institucij-potencialnih zaposlovalk
- zna samo-razumeti in oceniti osebne potenciale pri vstopu na trg dela
- pozna in razume normativne zahteve, vezane na zaposlovanje (mladih) in neformalne dejavnike na mladinskem trgu dela
- pozna in zna uporabljati formalne in neformalne oblike ter možnosti zaposlovanja
- kritično ovrednoti že pridobljene izkušnje z zaposlitvami in iskanjem dela
- izdelava osebne strategije za kompetentno nastopanje na trgu dela in pridobitev (ustrezne) zaposlitve

Intended learning outcomes:

Knowledge and understanding:

The student:

- knowing and understanding of basic concepts, information and data needed for evaluation of (youth) labour market situation, as well as the (potential) employers' demands and needs
- skill to self-evaluation of individual competencies, needed for labour market entry
- knowledge of (youth) employment legislature and informal actors on the (youth) labour market
- »Know to how« formal and informal ways and opportunities to find a (proper) job
- critical evaluation of previous employment and job searching experiences
- creation of personal strategy for competitive labour market entry and proper job searching

Metode poučevanja in učenja:

- *predavanja* z aktivno udeležbo študentov (razlaga, diskusija, vprašanja, primeri, reševanje problemov)
- *vaje*, kjer bodo študentje pridobivali veščine, ki so potrebne za iskanje zaposlitve
- *seminarsko delo*, ki bo študentom omogočilo, da: a) dobijo vpogled v organizacijsko in kadrovske kulturo

Learning and teaching methods:

- *lectures* with students' active participation (explanation, discussion, questions, problem-solving)
- *tutorials* where students will gain the skills required for job seeking
- *seminar practice* where students will be enabled to: a) gain insight into organisational culture and human resources management of (potential)

<p>institucij kot potencialnih zaposlovalk; b) dobijo vpogled v njihovo kadrovanje z uporabo ustreznih raziskovalnih metod c) vzpostavijo kontakte z izbranimi institucijami, potencialnimi zaposlovalkami; d) pridobljene rezultate individualnega ali skupinskega terenskega dela predstavijo kolegom, s katerimi bodo izmenjali izkušnje z uporabo reflektivnih skupinskih metod</p>	<p>employers, b) gain insight to their employment policies using research methods c) establish contacts with chosen institutions as potential employers and d) present to their colleagues the results of individual or group fieldwork with whom the experiences will be exchanged using reflexive group techniques</p>
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Delež (v %) /

Weight (in %)

Načini ocenjevanja:

Assessment:

Način (pisni izpit, ustno izpraševanje, naloge, projekt):	Delež (v %) / Weight (in %)	Type (examination, oral, coursework, project):
<ul style="list-style-type: none"> • pisni izpit za preverjanje individualnega znanja in veščin, pridobljenih na predavanjih 	50	<ul style="list-style-type: none"> • written exam assessing the individual knowledge and skills gained on lectures
<ul style="list-style-type: none"> • predstavitev rezultatov terenskega dela v okviru seminarja 	50	<ul style="list-style-type: none"> • presentation of the fieldwork in the seminar practice