

## Example of an Opening Phase of a career guidance dialogue



Good morning Mister Rodriguez. **How are you today?**

Good morning Mister Fernández, I'm fine and you? By the way, thank you for meeting with me on such short notice, according to our last phone call, I remember that you are very busy.

Yes, don't worry, it's my job and there are many people who need my help☺. I hope that you had a pleasant ride to my office. You told me on the phone that you live about 50 kilometres away. **Did you get here by car and how was the journey?**

Yes I did. The train connection is not so good but the highway was empty so everything was fine.

I'm glad, now please tell me, **what would you like to discuss about today?**

Yes of course, I would like to talk to you about my future and my career options.

Very well then. Please don't feel uneasy if I take some notes - I just want to make sure I don't forget anything that is mentioned during our conversation. You will also receive a copy of the notes after the session.

Yes of course, I agree to that. It's nice to have some minutes at the end to make sure I don't forget anything☺.

Of course, now **what would you like to discuss first?**

Hm, good question, so maybe we can talk about my plans for the future.

Of course we can that's no problem at all but if I may suggest something here, **would you agree to start with telling me something about yourself? Like your story, what you do, what your situation looks like and so on?** This way I have a better picture and we can even start collecting some information regarding your future plans.

That's actually better, you're right. Okay, so I can start by telling you something about myself. Let's see, I'm 18 years old, since last month actually.

Well, happy birthday and all the best from my part.

Thank you☺. Yes, and I will finish school, my “Bachillerato” very soon, in one or two months, depending on when we get the diploma and I thought of what to do in the future.

**What about telling me a bit more about your plans**, just to have a general idea on how we should start.

Sure! Well, while I was at school I travelled quite a lot and I met some friends there in Germany, one of which is Spanish and lives there for quite a while. They told me more about the country and I started to like being there. That’s why I thought, you know what, when I finish school I could look for some opportunities abroad, like doing something practical there or study, I’m not quite sure. So, yeah, this is basically it, I would like to go abroad, especially to Germany or another German speaking country; either to learn and or study there. However, I don’t know, what exactly I could learn or study there. So I would like to talk with you about what kind of vocational training or professional studies I could possibly pursue abroad, if possible in Germany.

Great. Thank you for being so honest about that and it’s important for both you and me to know exactly where you are standing to move on. Now, before we move on with analysing your situation in a greater depth, I would like to tell you right away that this meeting today will be to focus on what you imagine doing in the future and especially abroad, to find out about your career choice and orientation.

Ok, great. Sounds like a good plan.

I’m glad. And once we have discussed this, which refers to your career choice and orientation, we will have to set up a couple of other meetings to go through many other topics which are important for you going abroad.

Alright, what topics would those be?

The topics we will focus upon in several meetings will be to discuss the profiling of your situation, meaning that we will have to go deeper into your competencies, skills and experiences to establish a clear path to move on.

I see and what else?

The other meetings will include a discussion about the recognition of your documents. Since we are talking about different countries

in Europe you have to keep in mind that there are several policies when it comes to your diploma. Furthermore, there are also different regulations which lead to another meeting on the topic of legal issues.

I understand, I didn't know that there are so many things to think about. Good that I'm here 😊.

☺ And it doesn't stop here. We will also have to discuss intercultural issues such as the language, the costs of living and the integration into a foreign country, probably one of the most important aspects related to going abroad.

Oh yes, you're right.

And last but not least we will focus on your placement into whatever field suits you best and how to prepare means how to apply, to have an interview and so on.

Okay, so much more like to match myself to the options which are suitable for me.

Exactly. Now, I hope that everything is clear to you for us to move on.

Yes, everything is crystal-clear. I'm looking forward to all the topics you just mentioned.

Great, then we can already start!