

64. TRAINING AND PROFESSIONAL ORIENTATION: GUIDANCE MODELS AND PRACTICESⁱ

First Level

Department of Education, Languages, Interculture, Literatures, and Psychology (FORLILPSI)*The course is held in collaboration with Pluriversum Study Center*

Course coordinator	Giovanna Del Gobbo
Organizing committee	Vanna Boffo Giovanna Del Gobbo Francesco De Maria Sabina Falconi Vincenzo Bianculli Daniela Frison
Contact person for information regarding course organization, the schedule of classes and course content	Sabina Falconi 3287215714 sabina.falconi@unifi.it
Practical-professional profile of the course and reference job market	<p>The master trains professionals in educational orientation, both in the educational and professional fields. The demand for this figure is growing, thanks to the growing awareness of the importance of targeted and qualified guidance. Companies require professional figures capable of managing human resources not only in terms of selection but also of talent development and retention. Education systems, on the other hand, are increasingly called upon to provide their students with effective tools to understand their educational path and enter the world of work. Furthermore, active employment policies promote the raising of professional skills through orientation and training plans, consequently increasing the demand for such professionals. The diversity of job opportunities offers master's participants the flexibility to operate in various contexts and the skills acquired allow them to navigate a constantly changing job market, where orientation takes on a crucial role both in the initial phases of professional life and in subsequent ones. career transitions.</p> <p>The Master in Educational and Professional Orientation is a post-graduate training that aims to provide theoretical-practical skills capable of qualifying professionals in the field of orientation, with particular reference to the fields of education and work. It aims to allow you to develop a series of skills that are deeply interconnected between the world of education and the world of work. The course will train professional skills regarding the use of multidisciplinary approaches to orientation, understanding the theories and models of lifelong guidance, using orientation counseling methodologies, developing relational and active listening skills to support students and professionals in building the own life and career path, to carry out an assessment of individual skills to define personal and professional development paths and to design personalized orientation interventions, whether intended for students, the unemployed, or people seeking retraining. In summary, with respect to the Dublin indicators: 1) Knowledge and understanding: The Master provides a solid theoretical basis to understand in depth the different theories and models of educational and professional orientation. This knowledge extends from guidance aimed at adolescents to that for adults, aimed at professional retraining. 2. Application of knowledge and understanding: The practical experience of the program allows students to effectively apply their knowledge in educational and career guidance. This includes assessing skills, designing personalized</p>

	<p>guidance interventions, and using digital tools for guidance. 3. Making judgements: Master participants will be able to make independent judgments based on the individual skills of their clients and students. This helps them effectively define personal and professional development paths for each individual. 4. Communication skills: Since the work of the orienteer requires high interaction with individuals, participants of the Master are taught effective communication skills. This allows her to convey concepts clearly and listen actively. 5. Learning skills: Finally, given the importance of continuous updating in education, employment policies and orientation guides, students develop an open mind that makes them receptive to continuous and independent learning.</p> <p>The professional fields of entry in which he will be able to spend his qualification are 1) Educational institutions: Schools of all levels, universities, professional training centres; roles as school counselor, orientation responsibility. 2) Companies and businesses: Human resources departments involved in the selection, training and development of employees' professional paths. 3) Public and private bodies: Employment centres, employment agencies, structures that work on active employment policies and professional reintegration. 4) Independent consultancy: Orientation and career coaching services for individuals and companies; independent consultancy activity.</p>
Admission requirements	A bachelor's degree or master's degree or single-cycle degree obtained according to the regulations ex D.M. n. 270/2004 or pursuant to Ministerial Decree n. 509/1999 or previous regulations
Admission procedure	Selection based on qualifications
Test is aimed at	Previous experience in orientation or similar training activities
Duration	9 months
Teaching methods	<p>Mixed</p> <p>The teaching and training activities of the master will take place in a blended form: in e-learning, distance and in-person mode. As regards distance learning, the following methodologies will be used: • provision of multimedia and interactive lessons (virtual classroom - web conference); • synchronous and asynchronous interactive teaching via chat and web forum; • collaborative project work-type activities on an e-learning platform. The e-learning platform used for the Master is Moodle.</p>
Language the course will be delivered in	Italian
Language knowledge will be tested	For foreign students, certification of the B2 level of knowledge of the Italian language is required, to be attached to the application and/or verified by the Organizing Committee.
Attendance requirement	75% of the planned activities
Course location	Department of Education, Languages, Interculture, Literatures, and Psychology (FORLILPSI), Via Laura, 48 Florence
Foreseen lecture days	The lessons will take place mainly online, in synchronous and asynchronous mode. In-person lessons will have an appointment every two months. The synchronous lessons will be held in the evening and on Saturday morning the asynchronous lessons will be available on the moodle platform

Exam procedures and schedule	The tests will be scheduled at the end of each module, and will consist of the summative evaluation of the marks of each individual integrated course, the evaluation of which will take place through oral examinations.
Final exam	At the end of the course there is a final test which consists of the presentation of a paper - in the presentation of a report relating to the practical/internship training activity; - in an interview
Admission requirements	To be admitted to attend single modules, you must have one of the qualifications indicated among those necessary to be admitted to the master's course.
Admission procedure	The selection of candidates for enrollment in individual modules consists of: - Selection by qualifications

Number of available places and enrolment fees	
Full-fee students	
Minimum no. of places	10
Maximum no. of places	90
Extra UE	10
Enrolment fee	1,600 Euros
Single modules	
Minimum no. of places	10
Enrolment fee	55 Euros/CFU

Description of traineeship activities and training objectives	The internship represents a component of fundamental importance in the Master in Educational and Professional Orientation. The feedback and experiences gained during the internship will be integrated into the study path, to complete the academic training. It acts as a bridge between the academic and professional worlds, allowing the intern to experiment, to consolidate their professional self-esteem and to undertake, or strengthen, their professional path with greater awareness. The various objectives of the internship are described below: A) Practical Application of Theories and Enhancement of theoretical training: Interns have the opportunity to apply concepts and theories learned in the classroom to real situations, consolidating the understanding of orientation models and strategies counseling. B) Development of Specific Professional Skills and/or Acquisition of specific skills: The internship allows you to acquire or improve sector-specific technical skills, such as conducting orientation interviews, designing personalized educational paths and using evaluation tools of skills. C) Field Experience and Approach to the world of work: Through practical experience, interns will be able to have a clearer understanding of the dynamics of the labor market and the internal functioning of educational institutions or companies. D) Development of Soft Skills and Improved soft skills: Soft skills such as communication, teamwork, time management and problem solving develop significantly in the practical context. E) Professional Network and Networking: Interacting with expert professionals helps build a
--	---

	network of contacts that can prove invaluable for your professional future. F) Self-Assessment and Reflection and Evaluation of personal inclinations: Direct exposure to the different aspects of orientation work allows trainees to reflect on their own inclinations and skills, thus orienting their future professional career. Furthermore, the internship offers the opportunity to receive constructive evaluations from supervisors and colleagues, which are fundamental for professional growth and serves to add a practical component appreciated by employers to the curriculum vitae, improving the chances of post-study work placement. .
--	---

ⁱ This document is a translation of the form A.1 relating to the characteristics of the course attached to the Decree of the Deputy number 848 (record 153310) of 2th of July 2024, drafted in Italian and issued on the Master | Didattica | Università degli Studi di Firenze | UniFI and which therefore constitutes the only official document. This English translation cannot be used for legal purposes and has the sole purpose of supplying information in English on the content of the public notice.