



Job coaching

Job coaching is a personalised training service.

The objective of the service is to work with a personal coach from Valmennuskeskus to find a job. The training can also include planning for personal development and exploring interesting new options for education. Your coach will provide you with personal help in applying for jobs. In addition to getting help from a professional job coach, you will also have access to our extensive training material.

Contents of job coaching

- Drawing up a course plan for the job coaching
- Skills audit with the 'Abilitator', for example
- Applying for jobs and education and related support services
- Documents needed in applying, new ideas and tips for your job hunt: online job search tools + social media
- Coaching for job interviews
- Support for a specific job application
- Pay subsidies and related guidance services (also for employers)
- Up to 30 hours of personal coaching over 6 months
- All meetings are agreed flexibly, individually and in accordance with your needs.

Watch an introduction video on job coaching at

www.valmennuskeskuspublic.fi/2019/10/01/job-coaching-uusimaa/

Where and how?

After you enrol for the job coaching, we will agree the place and time of the first meeting with you. We offer job coaching in Espoo, Hanko, Helsinki, Hyvinkää, Järvenpää, Karkkila, Kerava, Kirkkonummi, Lohja, Loviisa, Mäntsälä, Nurmijärvi, Porvoo, Raasepori, Sipoo, Tuusula, Vantaa and Vihti.

We believe in practical and solution-oriented job coaching. Here at Valmennuskeskus, we will focus on promoting your personal employment.

Enrolling for job coaching

You can enrol for job coaching by contacting the TE Office:

- If you have an assigned contact person at the TE Office, please contact them directly via phone or email (firstname.lastname@te-toimisto.fi) If you do not have an assigned contact person, please contact the TE Office via email at kirjaamo.uusimaa@te-toimisto.fi (please note that sending an unencrypted email might compromise your personal data)
- OR
- Send a contact request through the TE Office's E-services at www.te-palvelut.fi.

When the TE Office has processed your enrolment, a Valmennuskeskus coach will contact you within 5 business days by phone and/or email, and agree the time and place for your first meeting.

More information on the content of job coaching
Valmennuskeskus Public
uusimaa@valmennuskeskus.fi
Tel. 020 728 0345

More information on the TE Office's services:
Please contact your contact person at the TE Office for more information about the TE Office's employment support services.

