

## TOOLKIT

### WORK SMART, NOT HARD

- **Name of the Activity:**  
Work smart, not hard
- **Objectives:**
  - To introduce participants to the possible risks that come along with a job.
  - To inspire youngsters to start thinking critically.
  - To encourage unemployed people to start chasing their dreams.
- **Target Group / Group Size:**  
Young adults aged 18 to 26 / 9-12 participants
- **Duration:** 1 hour and 40 minutes
- **Materials Needed:** A Zoom or Discord conference meeting with 3 additional channels for the group separation, microphone, camera (optional)
- **Instructions (Step-by-Step Implementations):**
  - **Introduction and (5 minutes):** Welcome the participants to the online conference meeting.
  - **Get to know each other activity (15-20 minutes):**  
"Dream Job Time Travel"  
Begin by introducing the concept of a "Dream Job Time Capsule." Explain that participants will be taking a journey through time to visit their past and future selves to learn about their dream jobs. Ask each participant to imagine they have travelled back in time to their childhood. In the chat or using their microphone, they should answer the question: "What was your dream job when you were a kid, and why did you want to do that?" Now, ask them to fast forward to their future selves, perhaps 10 or 20 years from now. Encourage participants to give their past and future selves imaginative names. For example, they can refer to their past self as "Kid Dreamer" and their future self as "Visionary Professional." Have them share their imaginative future dream job and explain why they envision themselves in that role. They can use the chat or speak aloud. Select a few participants and ask them to share their past and future dream job descriptions. Encourage others to ask questions and find commonalities with their own experiences.
  - **TED talk (15 minutes):** Play a motivational video to introduce the participants to the harsh reality of looking for a job.
  - **Job seeking websites (10 minutes):** Introduce the participants to some websites for job seeking (refer to key point 9) and view a few offers together emphasizing on what information is crucial to consider when applying.
  - **Risk management 20 (minutes)**  
In this activity the members are split in 3 groups and enter private chat rooms. They will be given three sample cases of a career opportunity (refer to key point 9). They need to analyse the job descriptions and decide if it is a good or a bad offer. There

may be some details about the employer which are not available to read. That's the point – they need to manage the risk based on a limited amount of information.

- **Did you choose wisely? (10 minutes)**

After each team has given their answers present them with the full information. The team that has the most correct answers should explain what hints led them to their conclusion.

- **Group discussion and debriefing (10-15 minutes):**

The facilitator asks the people some questions and encourages them to share their impressions.

- **Suggestions or Tips for Facilitator:**

- You should choose which website to use for the job offers introduction based on your country of residence.
- Be careful not to discourage the participants from taking up a job because of the possible dangers.
- For the TED talk video, you could use the one suggested (refer to key point 9) or choose a different one that is still relevant to the topic.
- Encourage the participants to share their previous work experience if they have any.

- **Debriefing and Evaluation:**

1. What part of the risk management activity did you find most challenging?
2. How successful was the dynamics and team cooperation among the members of the group?
3. Do you feel more prepared for the working world now?

- **Annexes:**

### **SAMPLE CASES**

#### **Sample 1:**

Job offer: A hygienist in a pharmacy.

Description: We are looking for hard-working and serious young people who want to gain experience.

Job type: part-time (4 hours)

Starting Salary: 10 Euro per hour.

Rumours and useful information: The owner of the pharmacy has been fired from hospital he had been working in because of drug possession. The pharmacy is located in the neighbourhood of the city that has the least amount of crime.

Is this a good offer?

#### **ANSWER: YES**

The payment and the worktime are satisfactory and the job requires non-specific skills. You shouldn't get discouraged from taking a job based on non-confirmed rumours. In this particular case, the owner of the pharmacy was fired from his previous workplace because of an accident in which an angry patient put the drugs into his pocket to make him lose credibility.

**Sample 2:**

Job offer: Secretary

Description: We are looking for a charismatic young man or a woman who is responsive, good at dealing with people and doesn't mind overworking even unpaid. With no holiday whatsoever.

Job type: Full-time (8 hours)

Starting salary: 1400 Euro per month

Rumours and useful information: All the people that come out of that corporation look tired, sad and unmotivated. You have never seen someone coming out of it during broad daylight. Is this a good offer?

**ANSWER: NO**

Even though a bit exaggerated, those are actual work conditions some employees have to deal with. It was crucial to highlight the importance of your time and that you should not work for someone who doesn't respect it. In this case the company is very exploitative and a lot of charges have been pressed against them because of their violation of ethics at work.

**Sample 3:**

Job offer: Waiter/waitress in a small family restaurant

Description: We are looking for a responsible, cheerful and skilful young person to help us run our family business. Since the worktime will be different depending on the day and the business of the restaurant we cannot offer you a working contract but we promise a good wage.

Job type: Flexible worktime

Starting salary: 40 Euro a day

Rumours and useful information: There's a new waiter almost every week.

Is this a good offer?

**ANSWER: NO**

Working without a contract means that you are entirely at the mercy of your employer. They can choose how much money to give you and how much time you have to work with no restrictions whatsoever. In this particular restaurant staff members come and go because any person that asks for a rise gets fired immediately.

Websites for job hunting:

<https://www.upwork.com/nx/signup/?accountType=freelancer>

<https://www.jobs.bg/>

<https://www.linkedin.com/jobs>

[https://www.glassdoor.com/Job/turkey-english-speaking-jobs-SRCH\\_IL.0.6\\_IN238\\_KO7,23.htm](https://www.glassdoor.com/Job/turkey-english-speaking-jobs-SRCH_IL.0.6_IN238_KO7,23.htm)

- **Sources of Knowledge:**

TED talk video: <https://youtu.be/iKHTawgyKWQ>