

How to find us . . .

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giessen@sprache-und-bildung.de

Your contact person:

Mrs. Dickey ☎ 0641 97908912

Mrs. de Man ☎ 0641 97908916



By train/public bus: less than 10 minutes on foot from the main train station

Public bus: less than 5 minutes on foot from the bus stop Südanlage/Johanneskirche

Citybus: Line 2 or 5, bus stop Katharinengasse / Citycenter

By car: we recommend the parking garages at the train station or at the "Galerie Neustädter Tor". Free parking is also possible at the "Hessenhalle". From there it takes approx. 10 minutes on foot to our location.

Company profile

We are a private provider of further education and a job placement agency and have been active in Hessen and Thüringen since 1983. On behalf of the employment agencies, job centres and the Federal Office for Migration and Refugees we offer vocational training, German language courses (integration and vocational language courses), retraining, job application training and coaching, activation and guidance measures as well as projects in the field of job placement and apprenticeship positions.

We offer courses which are specially tailored to the specific needs of companies and private clients.

Our goal is to ensure the professional future of our participants whilst paying attention to their individuality.

www.sprache-und-bildung.de



Integration management

Coaching on site and/or online
in German or English

for academics, specialists and
managers

A certified offer for the
„Aktivierungs- und Vermittlungsgutschein“
(§ 45 Abs. 1 Satz 1 Nr. 1 SGB III)

at the
Sprache & Bildung GmbH
in Gießen

Basic information

SPRACHE UND BILDUNG GmbH in Gießen offers a professional integration management for academics, specialists and managers who are currently unemployed, or seeking employment, and which focuses on their individual requirements.

All details will be discussed during your individual coaching and your appointments will be scheduled accordingly.

The coaching can be held either on site or online. For the latter we will send you the relevant login data which will enable you to access our platform (MS Teams). Here we can communicate and exchange documents in a protected area via video call and chat.

To this purpose you only need an internet-ready device and a stable internet connection.

For our coaching we have 3 modules at your disposal with a total of up to 51 coaching hours. Your contact person at the job centre will discuss with you in advance which modules (topics) you will attend. Our supportive services are funded through the „Aktivierungs- und Vermittlungsgutschein“ and are therefore free of charge for you. Additionally, you will be reimbursed for any possibly necessary travel expenses.

The units

Maximum of 51 coaching hours in maximum 26 weeks

- Integration assessment** (unit 1)
 - A.** Analysis and evaluation of your professional profile [2 - 6 hours]
 - B.** Recording of the barriers to integration [2 - 6 hours]

- Integration preparation** (unit 2)
 - A.** Working on placement obstacles which are related to the person or to the social environment [4 - 6 hours]
 - B.** Application management [5 - 10 hours]
 - C.** Planning the implementation of required qualifications, e.g. by searching for a suitable education provider [2 - 4 hours]
 - D.** Initiation of the translation and/or recognition of supporting documents or certificates of professional activities abroad, clarification of approval requirements [2 - 3 hours]

- Integration assistance** (unit 3)
 - A.** Assistance with the implementation of the necessary steps resulting from the integration preparation (unit 2), e.g. assistance during an in-company trial [4 - 8 hours per month, maximum of 9 months]
 - B.** Coaching during a newly taken up employment [4 - 8 hours per month, maximum of 6 months]

Our expertise

For almost 40 years now we have been working in the field of vocational integration in Gießen. In this context, we coach around 200 people per year in the target group of academics, specialists and managers alone. The range extends from university graduates who have just completed their studies and are now looking for their first job, to businesswomen who want to get back to work after a period of family leave. And from experienced former managing directors, now looking for new professional challenges, to people who have recently arrived in Germany as refugees or migrants.

Procedure

1. Your integration specialist at the job centre discusses with you which support you shall receive and records it in an "Aktivierungs- und Vermittlungsgutschein". This voucher which will then be handed over to you.
2. You bring the voucher to us, we fill it out and send it back to the job centre.
3. The job centre informs us about the granting of the measure.
4. We contact you to arrange your first appointment.