



Language Support for Migrants *A Council of Europe Toolkit*

72 - Scenario: Looking for work and applying for jobs

Aim: To enable migrants to find out more about jobs and job opportunities and learn language that can be used in-job applications and interviews.

Communicative situations

- Exchanging information about jobs.
- Introducing oneself.
- Communicating with employers.

Materials

- A) Pictures related to jobs.
- B) A simple application form.
- C) Pictures of job interviews.
- D) Example of a mind map.

Languages activities

Activity 1

Use the pictures related to jobs to brainstorm different kinds of work of interest to the group e.g. *health, retail, catering, care or manual work*.

- Ask learners about their previous work experience (commenting on the value of these experiences).
- Then ask them about jobs they would like to do in the future (see the list of suggested questions in Tool 39 - *Supporting migrants who are starting to look for work*).

Activity 2

Divide learners into groups of those interested in similar jobs.

- In groups, learners discuss the jobs they would like to do and try to find out more, e.g. *What skills do restaurant staff need? Do they need/have training and qualifications? If so, which qualifications?*

- Give each group a large sheet of paper and pens and ask them to create their own mind map of different jobs they can think of in this area of work (see (see Tool 35 - *Techniques to aid vocabulary learning*, page 2).
- Each group then presents their mind map, and the other participants can ask questions and offer suggestions.

Activity 3

- Ask learners to search on their smartphones, or other devices in the learning environment, for an App or internet site on which jobs are advertised in the new language.
- Allow them time to familiarize themselves with the site and different kinds of job offers, inviting them to find a job that is of interest to them.
- Then ask the participants to talk about the offer and explain in simple words why they chose it.

Activity 4

Show learners a simple job application form like the one in the next page.

- introduce or elicit vocabulary such as 'apply for a job', 'fill in a form' etc.
- Learners then fill in the form, focusing on their previous work and training experience.

Activity 5

Use the pictures to get learners to talk about job interviews (see also Tool 75, Scenario - *Helping migrants in preparing for a job interview*). They can:

- describe the pictures in a simple way
- discuss what they say in their own languages in similar situations.

Activity 6

Learners imagine they are attending an interview for the type of work they discussed in activity 3. Introduce a sample dialogue like the following, using a voice recording if possible:

A. *Good morning.*

B. *Good morning and welcome. First, what is your name and where do you come from?*

A. *My name is Farooq and I'm from Pakistan.*

B. *How old are you?*

A. *I'm 27.*

B. *What type of work experiences do you have?*

A. *I worked as a driver in Pakistan. In Italy I worked as a waiter for short periods.*

B. *What kind of job would you like to do?*

A. *Well, I'd like to continue with restaurant work.*

Check learners' comprehension and then organise role plays: A is an employer and B is the interviewee and can refer to the completed application form in activity 4. First, take the role of A yourself. Then learners work in pairs, following the example (allow time for preparation).

Sample materials

A) Pictures related to jobs



B) A simple job application form

1	First name and family name	
2	Place and date of birth	
3	Nationality	
4	Address in the host country	
5	Contact details (e-mail, mobile, ...)	
6	Education and training	
7	Work experience	

C) Pictures of job interviews



D) Example of a mind map

