

# Career counselling for the unregistered

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## What does individual counselling consist in?

If you are unregistered, you can benefit from the assistance provided within the individual career counselling by the Poviats or Voivodeship Labour Office in the Information and Career Planning Centre operating there. The Labour Office employee may provide the following forms of assistance:

- Individual counselling if you apply for help to solve your job-related problem;
- Remote individual counselling over the phone or using IT systems if you need help to solve your job-related problem;
- Individual information if you apply for job-related information;
- Remote individual information over the phone or using an IT system if you apply for job-related information.

The individual counselling and remote individual counselling take the form of the so-called counselling conversation. During the conversation, the Labour Office employee will help you define your job-related problems and possible solutions to it.

You can ask the Labour Office employee for help with respect to the following job-related problems: concerning the choice or change of your job, supplementing or changing your professional qualifications, choice of a field of study or training, career development planning, choice of a workplace.

## Where and in what scope is the individual counselling provided?

The Poviats Labour Office provides individual career counselling to an unregistered person within the individual information and remote individual information.

The Information and Career Planning Centre provides individual career counselling to an unregistered person in all individual forms, including:

- Individual counselling,
- Remote individual counselling,
- Individual information,
- Remote individual information.

## What should you do to use the individual counselling services?

If you are not registered and you would like to use the individual career counselling, ask the Poviats Labour Office or the Information and Career Planning Centre for help.