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	• LAST NAME:
	• DATE OF BIRTH:/
	• PLACE & COUNTRY OF BIRTH:
	• NATIONALITY:
† <b>†İ</b>	• FAMILY STATUS:
0	• ADDRESS:
	POST. CODE:
	<ul><li>CITY/TOWN:</li><li>COUNTRY OF RESIDENCE:</li></ul>
@	• EMAIL ADDRESS:
	• PHONE NUMBER:





# Introduce myself (self)

- 1.Hello/Goodmorning/Goodevening!
- 2.Mv name is (name).
- 3.I come from (city), (country). 4.1 speak (native language).
- 5.1 live in (city), (country). 6. My address is (addreess).
- 7.1 live alone/with my family/with a group of friends etc.
- 8. My family consists of (number of people), my mother/father/wife/children etc./ My group of friends consists of (number of people), (names of friends).
- 9. My favorite part of (city) is the big parks, where I can walk/ the view of the mountains nearby/that I get to see the sea everyday.
- 10. In my home city I liked the hospitality of people/ the climate/ that I lived near the natural environment.





# Introduce myself (skills)

- 1. Currently, I am unnemployed. / I work as a field worker / fisherman / translator / caregiver.
- 2. In my home country, I used to work as a tailor/shoemaker/farmer/lawyer for 5 years.
- 3.1 only attended primary education./ I haven't attended school at all, but I know how to read and write in my native language./ I graduated mandatory education in my home country.
- 4. Except from (native language). I can also speak (spoken languages).
- 5.I have been attending Greek language lessons for 2 months now./ I plan to attend
- Greek language classes. 6. I studied to become a nurse / at a law school / to be a teacher. / I studied at the
- university of.../ Lhave postgraduate studies in the field of education/ social work.





# Introduce myself (skills)

- 1.My hobbies include drawing/ cooking/ sewing clothes etc. / During my free time, lenjoy to draw/ to sew/ to do crafts/ to exercise/ to read etc.
- 2. My strongest skills include multitasking/ the ability to work in a multicultural environment/ the attention to detail etc. When I was working as a seamstress in my home country, I had to be very attentive to all of my different clients, to their needs and desires.
- 3. In (host country), I would like to have the opportunity to open my own sewing bussiness/ to continue my studies in social work/ to find a safe and stable job to be able to bring my family to live with me.
- 4. At the moment, I do not have access to employment services/ social services/ legal services etc./ I need help accessing all the available services. / All legal issues have been settled regarding my stay in (host country).









### DATE:

### **ACTIVITY:**

### **Introduction**

An individual who decides to change their country of permanent residence and migrate to a new one may face several difficulties at the beginning of the migration process.

Most countries have several services that could be useful to such an individual. Still, there are several organizations and institutions which could help individuals to have a functional daily life, actively participate in it and gain autonomy.

#### Task

In order for migrants and refugees to have access to useful information concerning both their social and professional lives, it is necessary to search for it themselves upon entering the new country. The most widespread and easily accessible way is to search online. But when searching the internet for information on a particular topic, it would be useful to have some general guidelines.

### **Process**

You are divided into groups of 3 people.

Browse the web to find institutions, organisations and useful info for migrants and refugees using the proposed links. You can also use the proposed keywords to search for more info. Make a list of useful info and websites for migrants and refugees and divide them into the respective categories (social life, education, labour market).

### **SOCIAL LIFE:**

- <a href="https://migration.gov.gr/">https://migration.gov.gr/</a>
- https://www.mfa.gr/en/index.html
- <a href="https://www.gcr.gr/index.php/en/">https://www.gcr.gr/index.php/en/</a>
- https://greece.refugee.info/en-us
- <a href="https://help.unhcr.org/greece/">https://help.unhcr.org/greece/</a>
- https://arsis.gr/
- <a href="https://greece.iom.int/">https://greece.iom.int/</a>
- · keywords: migrant, housing, social life

### **EDUCATION:**

- <a href="https://immigration-portal.ec.europa.eu/select-language?destination=/node/1">https://immigration-portal.ec.europa.eu/select-language?destination=/node/1</a>
- <a href="https://greece.refugee.info/en-us">https://greece.refugee.info/en-us</a>
- <a href="https://help.unhcr.org/greece/">https://help.unhcr.org/greece/</a>
- <a href="https://www.unicef.org/greece/">https://www.unicef.org/greece/</a>
- <a href="https://greece.iom.int/">https://greece.iom.int/</a>
- keywords: migrant, education in Greece, training in Greece, language learning

## LABOUR MARKET:

- https://immigration-portal.ec.europa.eu/selectlanguage?destination=/node/1
- <a href="https://ypergasias.gov.gr/">https://ypergasias.gov.gr/</a>
- <a href="https://greece.refugee.info/en-us">https://greece.refugee.info/en-us</a>
- <a href="https://help.unhcr.org/greece/">https://help.unhcr.org/greece/</a>
- <a href="https://metadrasi.org/en/home/">https://metadrasi.org/en/home/</a>
- keywords: migrant, finding a job, working in Greece





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SOCIAL FIELD				
DATE	INFO	LINK		







Q

SOCIAL FIELD				
DATE	INFO	LINK		





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EDUCATION					
DATE		INFO		LINK	







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EDUCATION				
DATE	INFO	LINK		







Q

LABOUR MARKET				
DATE	INFO	LINK		







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LABOUR MARKET					
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## Links to Governmental Websites and Official Procedures

Most countries have several services that could be useful to an individual who decides to change their country of permanent residence and migrate to a new one. In addition, several organisations and institutions could help individuals have a functional daily life, actively participate in it and gain autonomy.

In order for migrants and refugees to have access to useful information concerning both their social and professional lives, it is necessary to search for it themselves upon entering the new country. The most widespread and easily accessible way is to search online. The MILMET consortium has gathered useful links and resources that can be accessed by the individual and offer guidance on important issues concerning their well-being.

#### France

#### Migration and asylum information and procedures

Asylum seekers' rights: medical care, housing, financial help...

<u>Asylum seeker in France - Guide</u>

Asylum application at the french border

Examination of asylum application

Asylum application on the french territory

Loss of the asylum seeker status

OFPRA - French Office for the Protection of Refugees and Stateless Persons

OFII - French Office for Immigration and Integration

OFII - I'm an asylum seeker

OFII - I want to reunite with my family

OFII - I'm looking for information about the republican integration contract

OFII - I'm a foreigner and I'm ill

OFII - I want to go back to my home country

OFII - I'm an employer and I want to recruit a young foreigner

Efficient asylum procedure explanation

General direction of foreigners in France

Foreigners in France - Validating my long-stay visa - residence permit

Foreigners in France - I am applying for or renewing a residence permit

<u>Foreigners in France - I am applying for my first residence permit-without a foreign number,</u> without a visa-.

Foreigners in France - I am applying for French nationality

Foreigners in France - Declaring a change of situation

Foreigners in France - I am applying for a travel document

Home Office - Forms for family reunification

<u>Home Office - Forms for french nationality acquisition</u>

#### **Labour Market Integration and Procedures**

<u>French legislation: labor authorization for a foreign job seeker</u>

Foreigners in France - Applying for a work permit

How to hire a foreign employee?

I'm a foreign worker: can I register with Pôle Emploi / France Travail?

OFII - To recruit a foreign worker

Online Labour Code - Hiring and working contract : Foreign workers

Online Labour Code - Work permit for a foreign employee in France

Online Labour Code - Does the temporary work permit for a foreign national still exist?

Online Labour Code - Foreign employees: how are work permits issued?

Online Labour Code - Can a foreign minor work in France?

Online Labour Code - Can a non-European student work in France?

Online Labour Code - Can a private employer take on a foreign employee?

Online Labour Code - Foreign students: how can they work in France after their studies?

France Campus - How to look for a job in France?

Home Office - Forms for foreign workers

#### **Education and Training**

**MOOC** - Live in France

Online tools to learn French

Post high-school adult training

How to access to adult training

Find a training that fits you

AFPA (National agency for adult training)

**AFPA Website** 

**GRETA** (High schools consortium for adult training)

#### Other useful information

Cimade - Immigration's Guide against prejudices

<u>Home Office - Immigration - Asylum seeker's Guide</u>

<u>LeGuideduRefugié - Refugee's Guide</u>

<u>Toulouse - Social Emergency Guide</u>

Bordeaux - Social Emergency Guide

Marseille - Social Emergency Guide

Paris - Social Emergency Guide

Nantes - Social Emergency Guide

Lyon - Social Emergency Guide

WATIZAT - National Guide for exiles

### Housing

<u>Cimade - Look for help</u>
<u>France Terre d'Asile - Reception centers in France</u>
<u>CADA ADOMA - Housing centers in France</u>
HUDA - Emergency housing for migrants

#### Greece

Migration and asylum information and procedures

Ministry of Migration and Asylum

Ministry of Migration and Asylum, Immigration to Greece

Ministry of Migration and Asylum, Ukrainian Refugees

Ministry of Migration and Asylum, Information Guide for Beneficiaries of International Protection

Ministry of Migration and Asylum, Asylum Applications - Migration Applications

Reception and Identification Service, Procedures of Reception and Identification

Reception and Identification Service, Reception and Accommodation, R.I.C and C.C.A.C.

Reception and Identification Services, Reception and Accommodation, Facilities/ Temporary Reception

Reception and Identification Services, Regulations of Operation - R.I.C. and Facilities (Camps-Domes) and other information, Guide Entering and Staying in Reception and Identification Centers

Reception and Identification Service, Procedures of Reception and Identification, Vulnerable Individuals - Project ESTIA

**Project HELIOS** 

Asylum Services, Administration and Contact

Asylum Services, Applying for Asylum

Asylum Services, Applying for Asylum, Flowchart of International Protection Process

Asylum Services, Applying for Asylum, Frequently Asked Questions

Asylum Services, ADET and TDV, Residence Permits

Asylum Services, ADET and TDV, Travel Documents

Appeals Authority, Second Instance Procedure

Greece Cash Assistance Program National Helpline online communication form

Citizen Service Centre (KEP)

Ministry of Migration and Asylum, Migrants Integration Centres

Ministry of Migration and Asylum, Fundamental Rights Complaints Mechanism

Ministry of Migration and Asylum, Support for Vulnerable Individuals, Protection from Human Trafficking

#### **Labour Market Integration and Procedures**

Ministry of Labour and Social Security, Labour Relations, Individual Employment Relations, Work for third-country nationals in Greece

Public Employment Service, Unemployment, Register as unemployed - Unemployment cards

#### **Education and Training**

Public Employment Service, Education, Vocational Training

Public Employment Service, Training

Council of Europe, European Qualifications Passport for Refugees

National Organisation for the Certification of Qualifications and Vocational Guidance, Hellenic Qualifications Framework and Certification of Qualifications

#### Other useful information

Ministry of Citizen Protection, Hellenic Police Services against racist violence

Ministry of Citizen Protection, Guide for the rights of hate crime victims

<u>Athens Coordination Centre for Migrant and Refugee Issues</u>

Ministry of Climate Emergency and Civil Protection, Civil Protection Greece, Protection Instructions and Guidelines

Ministry of Social Cohesion and Family Affairs, National Centre for Social Solidarity, Facilities and Services, Shelters

Ministry of Social Cohesion and Family Affairs, National Centre for Social Solidarity, Facilities and Services, Social Support Centres

Ministry of Social Cohesion and Family Affairs, National Centre for Social Solidarity, Emergency Social Support Line

The Greek Ombudsman, Electronic submission and monitoring of complaint

#### **Other Organisations**

**Greek Council for Refugees, Programs** 

Greek Council for Refugees, "Pyxida" Intercultural Center

The UN Refugee Agency Greece, Help for refugees and asylum-seekers, Information on the road with you

Adama Job Center, Employability and Social Services Support to Asylum Seekers and Refugees in Greece

**Drop in the Ocean** 

Victoria Community Center

The Smile of the Child

Information and services about rights and procedures for refugees in Greece

integration4all platform, Working in Greece

integration4all platform, Schooling Options in Greece

Kiron University, Free Online Learning Opportunities to Refugees and Underserved Communities

integration4all, Practice Greek/English

ECHO100plus, Integration and Language Support Services

Odyssea, Integration, Training and Language Support Services

Human Rights360°, Integration Support Services

Generation 2.0, Integration Support Services

<u>International Rescue Committee, Integration Support Services</u>

Arsis, Integration Support Services

METAdrasi, Integration Support Services

**Praksis, Integration Support Services** 

**CARITAS HELLAS, Integration Support Services** 

# Italy

#### **Social Life**

https://www.interno.gov.it/it/temi/immigrazione-e-asilo/modalita-dingresso/sportello-unico-limmigrazione

https://www.interno.gov.it/it/temi/immigrazione-e-asilo

https://www.portaleimmigrazione.it/

https://stranieriinitalia.it/

https://www.unicef.it/minori-migranti-rifugiati/

https://morethanprojects.actionaid.it/it/migrazione/

#### **Education**

https://education.ec.europa.eu/it/focus-topics/improving-quality/multilingualism/linguistic-diversity

https://poninclusione.lavoro.gov.it/areeintervento/integrazionemigranti/Pagine/Progetto-PERCORSI

https://www.retemigrazionilavoro.it/category/formazione/

https://www.interno.gov.it/it/temi/immigrazione-e-asilo/modalita-dingresso/test-conoscenza-lingua-italiana

https://www.santegidio.org/pageID/30104/langID/it/SCUOLE-DI-LINGUA-E-CULTURA.html

#### **Labour Market**

https://integrazionemigranti.gov.it/it-it/Ricerca-norme/Dettaglio-norma/id/18/Formazione-svolta-allestero-finalizzata-allingresso-in-Italia-per-motivi-di-lavoro

https://www.santegidio.org/pageID/30284/langID/it/tags/551 2/NEWS.html

https://integrazionemigranti.gov.it/it-it/

https://www.lavoro.gov.it/temi-e-priorita/immigrazione/focus-on/politiche-di-integrazione-sociale/pagine/default

https://www.insuranceitaly.it/lintegrazione-dei-migranti-il-progetto-puoi/

http://www.unescochair-iuav.it/formazione/

### Romania

Ministry of Internal Affairs, General Inspectorate for Migration: <a href="https://igm.gov.md/ro">https://igm.gov.md/ro</a>

"The program of social integration of foreigners who have a right to stay in romania" published by General Inspectorate for Migration:

https://igi.mai.gov.ro/en/the-program-of-social-integration-of-foreigners-who-have-a-right-to-stay-in-romania/

https://igi.mai.gov.ro/en/enrollment-in-the-integration-program/

https://igi.mai.gov.ro/en/piloting-integration/

National Strategy regarding the migration in Romania for 2021-2024 (Ministry of Internal Affairs): <a href="https://igi.mai.gov.ro/wp content/uploads/2021/10/strategia nationala din 19 august 2021.pdf">https://igi.mai.gov.ro/wp content/uploads/2021/10/strategia nationala din 19 august 2021.pdf</a>

National Employment Agency: <a href="https://www.anofm.ro/">https://www.anofm.ro/</a>

Other organizations:

UNHCR Romania: <a href="https://www.unhcr.org/ro/">https://www.unhcr.org/ro/</a>

The Romanian National Council for Refugees: <a href="https://www.cnrr.ro/index.php/en/">https://www.cnrr.ro/index.php/en/</a>

Romanian Forum for Refugees and Migrants: <a href="https://www.arca.org.ro/">https://www.arca.org.ro/</a>

Save the Children Romania: https://www.salvaticopiii.ro/

Jesuit Refugee Service: <a href="https://www.jrsromania.org/">https://www.jrsromania.org/</a>

Young Generation: <a href="https://www.generatietanara.ro/">https://www.generatietanara.ro/</a>





# "Create my CV" Tools

It is particularly helpful for people wishing to enter the labour market to know how to present their knowledge, skills and experience, i.e. how to create a CV. The need to present knowledge, skills and experience in an understandable and interesting way to find a job is particularly obvious for people who have migrated to a new country and are in the process of learning the language of the host country. There are a lot of different options in the MILMET project's target languages, French, Spanish, Romanian, Greek and Italian, for how to create a resume/CV. Some of the tools that can be used to create a CV online are presented below:

- EU Skills Profile Tool for Third Country Nationals has a video tutorial in English, Italian, French, Deutch, Greek and Arabic: <a href="https://ec.europa.eu/social/main.jsp?catId=1412&langId=en&">https://ec.europa.eu/social/main.jsp?catId=1412&langId=en&</a> and the actual tool is multilingual, available in all EU languages and in Arabic, Farsi, Pashto, Sorani, Somali, Tigrinya, Turkish and Ukrainian: <a href="https://ec.europa.eu/migrantskills/#/profile/personal-info/general">https://ec.europa.eu/migrantskills/#/profile/personal-info/general</a>. It is also possible to see two languages simultaneously on one screen.
- **Europass** has a video tutorial in all EU's languages and a template in each language. It can be found in French: <a href="https://europa.eu/europass/fr/create-your-europass-cv">https://europa.eu/europass/fr/create-your-europass-cv</a>,

Spanish: https://europa.eu/europass/es/create-europass-cv,

Romanian: https://europa.eu/europass/ro/create-europass-cv,

Greek: https://europa.eu/europass/el/create-europass-cv and

Italian: https://europa.eu/europass/it/create-europass-cv.

Canva already has video tutorial in English: https://www.canva.com/designschool/tutorials/designing/create-resume-using-canva/ and a number video tutorials found French: of can be on YouTube https://www.youtube.com/watch?v=lzW5YCpCwS0,

Spanish: <a href="https://www.youtube.com/watch?v=CE4e-eeOLSQ">https://www.youtube.com/watch?v=CE4e-eeOLSQ</a>,

Romanian: <a href="https://www.youtube.com/watch?v=J8LNR\_uaysA&t=14s">https://www.youtube.com/watch?v=J8LNR\_uaysA&t=14s</a>, Greek: <a href="https://www.youtube.com/watch?v=bH84iDnmDio&t=13s">https://www.youtube.com/watch?v=bH84iDnmDio&t=13s</a> and

Italian: <a href="https://www.youtube.com/watch?v=-HP4hSW2Ukg">https://www.youtube.com/watch?v=-HP4hSW2Ukg</a>.