



YOUTH FOR PEACE BUILDING IN BURUNDI (Y4PBB)

EMPLOYABILITY SKILLS AND ENTREPRENEURSHIP TRAINING

March 2015

Introduction

From February 27, until March 20, 2015 CounterpartInternational through the project youth for peacebuilding in Burundi (y4pbb) organized training on employability skills and Entrepreneurship in eight communes of Burundi (Gatara,Muhanga,Ruhororo,Mutaho,Buhiga, Gihogazi, Kinyinya and Giharo). 304 young people in the 8 rural Communes (38 per Commune) participated in the training across Burundi.

This is an overview of the main activities which went on each day. In fact since there are other complementary reports on what went on in each commune, this narrative report will give a chronological view of the events of the two days.

TOPIC OF THE DAY ONE : EMPLOYABILITY SKILLS TRAINING

The first day was scheduled for employability skills. Every first day of the training, after the checking list of the selected candidate, the youth specialist Mr. Adrien Tuyaga explained to the participants what is CounterpartInternational(C.I) and theproject Youth for Peace Building in Burundi (Y4PBB). Sometime the administrative staff of the commune was present in launching the training. The administrative staff was very excited of having been chosen from other 129 communes of Burundi to benefit the training!



After those preliminary speech the trainer asked the expectations of the training on employability skills. Some of the expectations were:

- To know how to develop those skills in the future,
- To know how to get out of unemployment,
- To know the types of vocational training they will get,

- To know how to work in the community,

After their expression of the expectations, the trainer introduced the objectives of the training, those objectives were to:

- Understand the importance of employability skills and be aware of what employers look for in the recruitment and selection process
- Identify which skills participants have and understand how to give examples of these
- Identify strategies and resources for enhancing and developing their skills and experience



The employability training was focused around the practical use and application of some skills to demonstrate how those skills are used in the workplace. Many activities including games, simulations were used in order to train the participants on those skills.

Some employability skills focused on were:

- Communication skills (oral and written)
- Problem solving in workplace
- Conflict resolution in workplace :
- Planning & organisation:
- Time management
- Teamwork

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Pictures of participants trying to communicate by playing the role of speaker and listener



- **Problem solving in workplace** : Pictures of one girl trying to identify the causes of the problems between two boys and trying to find alternative solutions to be implemented.



- **Conflict resolution in workplace** : simulation of management of conflict to maintain the cohesion of the group.



- **Planning & organisation**: Picture of one person trying to organize others to achieve the fashion.



- **Time management:** Some exercised were given with limited time to see who will manage very well the time allocated to the work. Below one person has finished to fashion while others are still working on the task



After each activities the trainer gave feedback and suggestions to allow participants to be more performant.

Ice breaker and energizer's pictures after the breakfast



-**Teamwork** :After break participants were divided in groups so they can fashion school uniforms. For instance In a group of nine persons, participants were asked to design four uniforms for female and five uniforms for male according to a model given on the flip chart. The goal of this exercise was to make participants to work in teams and see if they will respect the instructions given. It was also a good

opportunity to integrate gender in the training. In fact most of the time the outcome of the exercise was that most of the time:

- Girls tend to make female uniforms although it was not instructed like that
- The number instructed of male or female uniforms made was not respected in many groups.



As a lesson learned the participants have understood that there are no jobs designed exclusively for men or women. From the team which did well other participants have learned the benefit of some values and attitude like open communication while working together. After this game a song was made mentioning that *what can be made by female/male can be done also by male/female...*

After the lessons on employability skills needed in the workplace, the afternoon session was scheduled on exercises related to job search. In order to understand what the employers are looking for before providing a job, some simulations have been played by the participants:

- To show the requirements of the employer regarding the experience and the skills ,
- To negotiate the salary
- Interviewing strategies and how to answer questions



After practices the skills needed in order to be employed trainer gave a summary of what have been done along the day. In order to know the impression an evaluation sheet was given to the participants so they can provide their opinion (like/dislike) on the lesson learned, the food, the place. They were also asked to provide their suggestion related to the training.

TOPIC OF DAY TWO: ENTREPRENEURSHIP

Ice breaker



On the second day the participants were asked to mention what skills they remember from the first day. This review was meant to show the relations between the first topic and the second one of entrepreneurship.

After this review the participants gave their expectations on the entrepreneurship training.

Some expectations mentioned most of the time were:

- To know how to manage a business
- To know how to get a capital from C.I
- To get knowledge which will improve their lives
- To know strategies to approach donors to finance their associations

After they gave their expectations, the trainer introduced the objectives of the training on entrepreneurship :

- Understanding types of skills required in entrepreneurship
- Understanding many of the benefits to being an entrepreneur and some risks.
- Be able to make a business plan

After they have made a list of ideas, they selected five best business ideas based on the potential success of the ideas in their communes. After their choices participants were made in four or five groups to make the business plan. Below is a list of business plans done in each commune.

	Types of Businesses	GATA RA	MUHAN GA	RUHORORO	MUTA HO	BUHI GA	GIHOG AZI	KINYIN YA	GIHARO
1	Bakery	x							
2	Transformation of Pine apple juice	x							
3	Bar restaurant	x				X			
5	Hair Saloon	x	X	x	X	X	X		X
6	Sewing Workshop		X	x	X	X	X	X	X
7	mill								
8	Carpentry workshops		X	x			X		X
10	Secretariat		X		X		X	X	
11	Mechanical		X		X	X		X	X
12	welds				x			X	
13	hen Breeding			x					
14	soap factory			x					



After the teamwork in business planning, each group has to present its own business plan. Most of the time boys came in front to present but girls were most of the time encouraged to present too.



- Presentation of the business plan by some members of the team. Three sections were presented:
 - ✓ Marketing plan (who is the customers, the rivals,)
 - ✓ Operational plan(cost of investment, fixed and variable cost)
 - ✓ Financial plan (financial statement like income statement and net income)

The marketing and operational plans appeared easier for the youth to complete but most of the time the financial plan was very difficult for many groups to complete. The youth need a reinforcement on the financial plan.



To make this training more practical local entrepreneurs were invited to provide their testimony on how they started their businesses , the challenges, risks and sacrifices they face. The entrepreneurs provided their experiences and most of the time encouraged the participants to start small preferably in group of four or five members.



- Testimony of the manager of a vocational training center



- The responsible of CSO were also invited to talk about their organization and expectation in each commune



Conclusion

The employability and entrepreneurship trainings was very useful for the youth in the chosen communes since it looks like it was their first opportunity to acquire these skills which will serve them to look for an employment. As mentioned above those trainings were focused around the practical use and application of some skills

On the topic of employability skills by learning and doing participants were able to practice the skills required to get a job. Some key skills like communication skills (oral and written), problem solving ,



conflict resolution Planning & organisation, and time management were emphasized. On each activity the trainer gave the opportunity to the participants to practice the skill in order to allow them to remember them since they would use them in applying for jobs. Other exercises which require some skills in order to work effectively in teams were given to the participants. Some factors like education, gender were taken in consideration in preparing the simulations in order to allow participants to face different ideas, different perspectives in the workplace. Besides those lessons on key skills needed in the workplace, participants have learned how to find a job, how to negotiate their salaries, and how to conduct vis a vis of the boss. On the topic on entrepreneurship, participants saw the relation with the topic on employability since some skills were also required for entrepreneurship. They understood that more skills are necessary in order to succeed in and reduce risks. After the entrepreneurship training participants were able to know how to make a business plan, unfortunately the financial plan was difficult for many groups to make. There is a need of another training in financial literacy, since many of their questions were related to money or capital to start their business plans. Most business ideas which came often are bakery, mechanical, hair saloon, carpentry... Overall the training on the employability skills went well the rate of participation was good in all the communes. Since it was more practical our hope is that participants will remember the skills learned and apply them in their job searching process or in starting their own business.