## **CALENDAR OF ACTIVITIES**

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| **JANUARY** | **FEBRUARY** | **MARCH** |
| * Preparatory activities related to the Open Day and Seasonal Employment Fair - cooperation with businesses, institutions and faculties * Implementation of cooperation from the agreement between the University of Montenegro and the Hipotekarna Bank - work on the Jobiri digital platform for education and employment of students; creating an employer database * Online promotion of Jobiri digital platform | * Preparatory activities related to the Open Day and the Seasonal Employment Fair - a tour of all high schools in Montenegro - promotion of the University of Montenegro * Opening of the call for the training program "Student Business Hub" - summer semester * Selection of registered candidates * Opening a call for participants Training for beginners in business * Selection of registered candidates * Opening the call and holding the first cycle of workshops "Presentation skills to the employer" | * Education Fair - Open Day of the University of Montenegro * Seasonal employment fair - "Summer job" * Workshops within the Student Business Hub program - 2 trainings * Training for beginners in business - 8 lectures * Presentation of the Jobiri platform at all university units of the University of Montenegro * Training for teaching staff for teaching in English - 3 months |
| **APRIL** | **MAY** | **JUNE** |
| * Workshops within the Student Business Hub program - 3 trainings * Opening the call and holding the second cycle of workshops "Presentation skills to the employer" * Training for beginners in business - 8 lectures * Blue Career Day - cooperation with the Faculty of Maritime Studies * Training for teaching staff for the use of digital tools | * Awarding certificates to trainees for beginners in business * Awarding certificates to students of the Student business hub program - summer semester * Online promotion Jobiri digital platform * Training in the methodology of scientific research work | * Announcing the competition for the best start up idea of a student of the University of Montenegro * Opening the call and holding the third cycle of workshops "Presentation skills to the employer" |
| **JULY** | **AUGUST** | **SEPTEMBER** |
| * Seasonal employment - finalizing cooperation with the Association of Caterers of Montenegro * Consultations within the Competition for the best start up idea (business plan form) * Online promotion Jobiri digital platform |  | * Choosing the best start up idea - opening the competition documentation (session of the Awards Committee; writing a report) * Award ceremony for the awarded students in the Competition for the best student start up idea * Opening of the call for the training program - "Student Business Hub - winter semester * Selection of registered candidates |
| **OCTOBER** | **NOVEMBER** | **DECEMBER** |
| * Organization of the Fair of Internships and Scholarships * Opening the call and holding the fourth cycle of workshops "Presentation skills to the employer" * Workshops within the Student Business Hub program - 2 trainings * Online promotion Jobiri digital platform * Training for teaching staff for teaching in English - 3 months | * Workshops within the Student Business Hub program - 3 trainings * Activities within the Volunteer Club of the Career Centre * Evaluation and report from the Practice and Scholarship Fair * Presentation of the Jobiri platform at all university units of the University of Montenegro * Training of teaching staff for the use of digital tools | * Awarding certificates to students of the Student business hub program - winter semester * Opening the call and holding the fifth cycle of workshops "Presentation skills to the employer" * Annual work report * Training in the methodology of scientific research work |