

Recording a Video CV for Jobseekers

Introduction

This toolkit is based upon activities which took place in Rotterdam (The Netherlands) as part of the TSE project. Project activities in Rotterdam focussed on guiding long-term unemployed with insufficient training into work.

How can this toolkit help you?

The project has shown that a video cv is an effective way for candidates to present themselves to employers. This toolkit will take you through the necessary steps to produce a video cv. Once you have the system running, you can add other applications to it, like video vacancies and company video's.

What's needed?

- A professional video-film producer
- A website with portals for candidates and employers where video CVs (and video vacancies and company videos) can be viewed
- Enthusiastic candidates that really want a job
- Professionals to instruct and prepare the candidates

What is a Video CV?

A video CV is a one minute video in which candidates present themselves in a question and answer session. The recorded CVs are then available for employers to view and select suitable candidates.

Process of making the Video CV

- Before recording of the CV, each candidate receives coaching to improve presentation skills, they also receive advice on personal appearance and how to make a good first impression
- Candidates learn to relax and be comfortable in front of the camera to enable them to record a message that gives them the best chance of engaging with potential employers
- The CV is made together with a professional film producer in approximately 30 minutes



By viewing a candidate's video employers receive a more rounded view of the candidate

The process of bringing the CV's to the employers

Employers have access to a specially designed website, once logged in to the website employers are able to search for suitable candidates for vacancies they are looking to fill. By viewing a candidate's video employers receive a more rounded view of the candidate, the website also enables employers to select suitable candidates and arrange follow up appointments and interviews with candidates.

- Employers can log in to **www.daadinbeeld.nl** to view the candidates. A user name and password is provided for free
- Candidates also receive personal login details; this enables them to update their profile when needed or to send their Video CV as attachment via e-mail

Advertising a Video Vacancy?

Employers can record a short video (2-3 minutes) to advertise a vacancy; these videos can be accessed by candidates for free.

Other options - Company Video

Employers can record a video which profiles their company, this is a useful tool for candidates as it allows them to acquaint themselves with the employers and tailor the application to better suit the vacancy.

