



Kommunales  
Center für Arbeit  
Jobcenter und Soziales

Anstalt des öffentlichen Rechts des Main-Kinzig-Kreises



**FOR REFUGEES**

## LIVE - WORK - SPEAK

Our offer of practical, vocational  
orientation for refugees in SGB II

## Municipal Centre for Work (KCA)

As a **Municipal Centre for Work** (KCA) job centre, we are the central point of contact for all those who receive basic security benefits according to the Social Code Book II (SGB II) in the Main-Kinzig district. Especially for those people who have had to flee their homeland who need our strong support and funding. We are also here to encourage you, because without your commitment our efforts will remain unsuccessful. With our **Live – Work – Speak** offer we will help you to reach your goal of integrating into German society and the German labour market. We know we can rely on many years of experience and strong partners. Because it is our mission and our aspiration to give every person a fair chance to have a self-determined working life - regardless of their background.

## Live – Work – Speak

Our three-month course offers a comprehensive, professional initial orientation, which includes the **Live – Work – Speak** programme. We will decide the way in which you complete these modules based on your personal requirements and needs. If, for example, you only need to complete one module, we will make it possible for you to gain practical insights on a larger scale.

You have the chance to try out different occupations and jobs within our flexible framework. Subsequently, you will know which occupational fields interest you. This overall package, together with the integration course, forms the basis for your professional and social integration:

We **welcome** you and want to better equip you so that you can **join us** in our labour market. Use the chance that we are offering you to **reach out** to Germany.

**Important note: Your integration course has priority. Should it start during the Live – Work – Speak programme, end this early.**

An offer from:



Kommunales  
Center für Arbeit  
Jobcenter und Soziales

With our Partner:



Gemeinnützige Gesellschaft für Arbeit,  
Qualifizierung und Ausbildung mbH

# LIVE

Germany will be your new home - but there is still a lot here which is strange to you. Some things work completely differently to the way they do in your home country and that might unsettle you. With the **Live module** we want to give you the security and information you need on how to find your feet in our society. So this module is all about everyday things - such as how to do your shopping or how the public transport runs. We will explain to you how to get medical care, when your children can go to a daycare centre or kindergarten and at what age school becomes compulsory for them.

You will learn what the rules are for living in our society. We will teach you about the unwritten rules of our way of life and also the essential principles of law which apply for all of us. We will make you aware of German values and the way we behave, along with the typical traditions of our homeland - the Main-Kinzig district. We'll make you familiar with the local infrastructure, explain how to interact with local institutions and practically demonstrate where you can turn to with any questions you may have. Furthermore, we will give you an overview of the German people as well as focus on the regional media landscape. We will also explain to you how we as a job centre work in the context of the Social Code Book II - because you are a recipient of services under the SGB II. This means that you have rights and entitlements - but also obligations.



# WORK

As a refugee you have made great sacrifices and taken a lot upon yourself to come and live here in safety and without distress. Here at the job centre we will take care of your basic needs and open up your perspective for the long-term so that you may lead a self-sufficient, financially independent life in Germany. And this can only happen when you find a job which pays social security contributions and make your own living.

In the course of the **Work module** we take a closer look at how the German labour market works.

We will visit businesses together, so that you can get your first practical taste of what it's like to work here. We will help you to have your training qualifications and vocational qualifications from your old homeland recognised here. You will get an overview of different jobs, training and areas of activity. We will familiarise you with the customs of the German professional world and teach you what things local employers value most. And of course together we will look at what qualifications and skills you already have, which fields you are most suited to and what your prospects could be. We do this always with the aim in mind for you to enter the German labour market, because we believe this is the basic requirement for a successful integration.



## SPEAK

You will have certainly already thought it yourself: Without the necessary language skills there's not much chance that you could cope in Germany. You will not be able to find an adequately paid secure job if you do not at least master the basics of the German language. Hence the need for the third part of our programme, the **Speak module.**

We will teach you in particular occupation-specific terms. We know that learning German is a big challenge. So that is why it is even more important that you make the effort and, with our support, improve your skills as soon as possible. With each step forward you achieve you will overcome your inhibitions, become more self-confident and feel freer in your work and in everyday life. It will make it easier for you to make contacts at work or elsewhere and you will integrate much faster in our society.

## THE KCA REGIONS

If you have any questions or difficulties, please do not hesitate to speak to one of our employees at any time. We always find a solution.

**Maintal** Moosburger Weg 2, 63477 Maintal  
Tel.: 06181 292-45030

**Hanau** Eugen-Kaiser-Str. 7, 63450 Hanau  
Tel.: 06181 292-28300

**Gelnhausen** Zum Wartturm 1, 63571 Gelnhausen  
Tel.: 06051 9741-47145

**Schlüchtern** Gartenstr. 5, 36381 Schlüchtern  
Tel.: 06661 970-18601

**[www.kca-mkk.de](http://www.kca-mkk.de)**

## Locations



We are offering 'Live – Work – Speak' at three locations in the Main-Kinzig district:

- Hanau
- Gründau-Rothenberg
- Schlüchtern

The **first practical vocational orientation lasts for three months** and starts at the beginning of each month. The programme takes place from 8 a.m. to 1 p.m. in the mornings or from 1 p.m. to 6 p.m. in the afternoons. You will receive a separate information sheet from us in good time before the programme starts, which details the times and location where you will take part in the course - it also includes a map and directions.

