



AIESEC in Untan

Jl. Prof. Dr. Haji Hadari Nawawi | 78115 | Pontianak | Indonesia
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TERM OF REFERENCE

Future Talent Talk

A. About AIESEC

AIESEC is a global platform for young people to explore and develop their leadership potential. We are a non-political, independent, not-for-profit organization run by students and recent graduates of institutions of higher education. Its members are interested in world issues, leadership, and management. AIESEC does not discriminate based on ethnicity, gender, sexual orientation, religion, or national/social origin.

B. General Description

Future Talent Talk is a webinar series which talk about youth development, empowerment, and insights about future career for the youth in Indonesia. This project is to help university students, fresh graduates, and young employees to be more prepared and more suited when applying for a job, by conveying insights related to the world of work and providing tips on how to make a proper CV and what to prepare before doing a job interview and also to develop soft skills by doing internships in the Global Talent program.

Future Talent Talk aims to discuss and share the current career situation faced by talents especially fresh graduates and young employees where the job vacancy competition rate is that keeps getting higher and more competitive. The webinar series will also talk about how the current talents look like, the demands from companies as an HR, benefits of internship how to make a proper CV, and what to prepare before doing a job interview.

C. Material Direction

For the purpose of developing leadership in youth, the objectives and points that are needed to be delivered by the speakers are:

- **First Day**

1. Current Talents Condition

At this session, the speaker explains what current talent soft skills look like. Then discuss "are current talents ready to answer the current world of work with the soft skills they have". Then discuss the picture of the world of work in the future and the soft skills needed.

The expected output from this session are :

- The delegates know about how current talents look like in facing the current career condition from the HR perspective.
- The delegates know about what to prepare to face future career conditions.

2. Soft Skill For My Future Career

At this session, the speaker explains how the soft skills that they have developed affect their career now. Then explains how internship help shaping their career now.



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The expected output from this session are :

- The delegates know about what soft skills are needed to apply for an internship,
- The delegates know what soft skills can be improved by doing an internship.
- The delegates know about the importance and benefits of internships.

● **Second Day**

1. How My CV Looks Like

At this session, the speaker explains how the current talents create their CV, CV construction, what thing you have to prepare if you want to make a curriculum vitae, and what components are contained in your curriculum vitae.

The expected output from this session are :

- The delegates know about how current talents create their CV.
- The delegates know about proper CV construction and what it contains.
- The delegates know about how to make a proper CV to apply for an internship, scholarship, or a job.

2. CV Specifications

At this session, the speaker explains what kind of CV that companies are looking for in the talent, and specifications needed in the CV based on the field of job that the talent applies.

The expected output from this session are :

- The delegates know about what kind of CV that the companies are looking for in the talent.
- The delegates know about the CV specifications needed based on the field of job that the talent applies.

● **Third Day**

1. Interview Hacks

At this session, the speaker explains what to prepare before doing an interview based on the speaker's experience, and tips & tricks to face Interviewer based on the speaker's experience.

The expected output from this session are :

- The delegates know about what to prepare before facing a job interview.
- The delegates know how to do a proper interview.

● Interview from HR Perspective

At this session, the speaker explains how are the current talents look like in the interview, what to prepare to face the interview from the HR recruiter's perspective, and what to do and what not to do in the interview.

The expected output from this session are :



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- The delegates know about how are the current talents look like in the job interview.
- The delegates know about what to prepare before facing a job interview from the HR recruiter’s perspective.
- The delegates know about what the HR recruiter concerns about in a job interview.
- The delegates know about what to do and what not to do in the job interview.

D. Speaker Profile

By the explanation that has been stated in the previous chapter, we considered that Ghea Murtianda is suitable to be our moderator for this event to lead all of the sessions for the 2nd day.

By the values mentioned before, are really needed for youth to uncover themselves from opportunities they might miss and to help them become more aware of their hidden potential and redevelop themselves.

By the expectation that we already put into, AIESEC in Untan hopes that Ghea Murtianda will willingly take time to participate and lead the webinar series with AIESEC in Untan and Indonesian youth at our Future Talent Talk event.

E. Target Participant :

150+ Indonesian youths from all around Indonesia.

F. Time and Place :

1. Date: Friday, October 8th 2021 - Sunday, October 10th 2021
2. Time: 14:00 - 16:00 WIB
3. Place: Zoom Meeting

G. Rundown

1. First Day (Friday, October 8th 2021)

BLOCK	TIME	AGENDA
OPENING	13.45-14.00	Delegates Check-in
	14.00-14.05	Opening by MC
	14.05-14.10	Opening speech by Local Committee President Aiesec in Untan 2021
1st session	14.10-14.15	Transition and speaker introduction by Moderator a
	14.15-14.45	Current Talents Condition
	14.45-14.55	QnA
2nd session	14.55-15.00	Transition and speaker introduction by Moderator
	15.00-15.30	Soft Skill For My Future Career



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	15.30-15.40	QnA
Closing	15.40-15.45	Conclusion
	15.45-15.50	Closing & Documentation
	15.50-16.00	Induction by oGTa AIESEC in Untan

2. Second Day (Saturday, October 9th 2021)

BLOCK	TIME	AGENDA
OPENING	12.45-13.00	Delegates Check-in
	13.00-13.05	Opening by MC
1st session	13.05-13.10	Transition and speaker introduction by Moderator
	13.10-13.40	How My CV Looks Like
	13.40-13.50	QnA
2nd session	13.50-13.55	Transition and speaker introduction by Moderator
	13.55-14.25	CV Specifications
	14.25-14.35	QnA
	14.35-14.40	Conclusion
Consultation Space	14.40-14.45	Closing + documentation
	14.45-15.05	[CONSULTATION] <i>curriculum vitae</i>
	15.05-15.15	Induction by oGTa AIESEC in Untan

3. Third Day (Sunday, October 10th 2021)

BLOCK	TIME	AGENDA
OPENING	12.45-13.00	Delegates Check-in
	13.00-13.05	Opening by MC
1st session	13.05-13.10	Transition and speaker introduction by Moderator a
	13.10-13.40	Interview Hacks
	13.40-13.50	QnA



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2nd session	13.50-13.55	Transition and speaker introduction by Moderator
	13.55-14.25	Interview from HR Perspective
	14.25-14.35	QnA
CLOSING	14.35-14.40	Conclusion
	14.40-14.45	Closing & Documentation
	14.45-15.00	Induction by oGTa AIESEC in Untan

H. Person in Charge :

Name : Wilbert Jonathan
Organizing Committee for AIESEC in Untan

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I. Closing

This Term of Reference (ToR) is structured as a reference implementation of activities in general. As for the other technical matters that require revision, because of the needs of the effectiveness of activities in order to meet the maximum target of the activities that can make a positive impact on the target group, it will be arranged later.