

**BRUXELLES
FORMATION**



former pour l'emploi

2018

Summary Annual Report

A year of innovation in teaching for citizens

2018, a year of innovation in teaching for citizens

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Complete report online
www.bruxellesformation.brussels

The 2018 annual report for Bruxelles Formation is available online: more statistics, memorable facts, events, photos, memories and videos to be explored or re-explored!

Bruxelles Formation in numbers

A Type-B, jointly administered public-interest body, Bruxelles Formation is the French-language training service for the people of Brussels.

A control room for the supply of French-language professional training possibilities in Brussels, Bruxelles Formation, with its accredited partners (Socio-professional Insertion Bodies, Education for Social Advancement etc.), is developing a ser-

vice which responds to the needs of job-seekers and workers in transition and to the economic development of the Brussels Region.

Thanks to a team of over 500 staff-members divided up between the central administration, 9 training centres and a public digital training space, Bruxelles Formation is part of a process of continuous improvement and user satisfaction.

INTERNS IN TRAINING

16,158

Job-seekers trained by Bruxelles Formation and its partners

3,572

Internships and training in companies

4,550

workers trained at Bruxelles Formation

AT THE END OF TRAINING

96.4%

of trainees consider they have been well trained

91.2%

is the rate of training completion

77.9%

positive transition to employment or return to studies or training following skill acquisition at Bruxelles Formation*

CERTIFICATIONS

584

Certificates of skills acquired in training (CECAF) issued

305

Certificates of specific training acquired (CAFS) issued

416

Diplomas issued following examinations

979

Diplomas issued following recognition of training credentials (RAF)

INFORMATION / GUIDANCE

42,529

visitors to BF hub / Cité des métiers [City of -Trades]

3,691,823

consultations of the training sheets on the site dorifor.brussels

14,734

calls to the Call Center (0800.555.66)

21,609

followers on Facebook 

* 2018 survey of 2016 completed trainees in qualifying skills

During the course of 2018...



Presentation, at the Motor Show, of the **first learning car** to be included in the fleet for the Learning Car Project, a Skoda Citigo offered by Febiac, soon joined by the Toyota Prius made available by Bruxelles Formation.



Well done to the 18 interns who received their certificates for completion of training in Mobile App Developer, a partnership launched in 2017 between Be Code and Bruxelles Formation.



Inauguration of a new skill validation centre dedicated to the services sector, the result of a partnership between Bruxelles Formation, Education for Social Advancement and the Training Service for SMEs. This new centre provides 300 places for the validation of additional skills for 4 occupations in the administrative and commercial sectors.

JANUARY

FEBRUARY

MARCH



Yōkoso Bruxelles Formation
On 4 July 2018, **BF Tremplin welcomed a Japanese delegation**. The members of the delegation were able to familiarise themselves with the trainee pathways provided by this centre and the tailor-made measures implemented to enable entry to the employment market.



The 5th **Estivales FormaForm** has been launched: *Echappées belles. Boostez votre instinct d'explorateur*. As happens every year, Bruxelles Formation, in partnership with FormaForm, takes an active part in the organisation of the *Estivales*, consisting of two weeks of training and exploration for the teaching teams.



A special day for our trainees!
The Trainee Day is a truly festive and recreational day with the aim of promoting language learning and appreciation of the linguistic and cultural diversity of Brussels. On the theme of *La formation dans 20 ans* [Training in 20 years' time], more than 1,000 trainees competed together in several tests: languages, quiz at the Musée Belvue and Coudenberg, creative collage and crowd choreography.

JULY

AUGUST

SEPTEMBER



Inauguration of the largest Cité des métiers in Europe. In a new ultra-modern space of 1,100 square meters, the counsellors of the Cité des métiers now propose a panoply of collective activities, information and life-long counselling in training, employment, studies, enterprise and mobility.



When May at Bruxelles Formation is synonymous with **Salon de la Formation!** Bruxelles Formation and its partners get together every year to offer training possibilities to job-seekers in Brussels: an occasion for the participants to be listened to, to be advised, to join a training course and/or to build a new professional project.



The new colleagues taken on at Bruxelles Formation do the **rounds of its centres...** discovering absolutely all about the training and the installations put at the disposal of trainees.

APRIL

MAY

JUNE



Trainers are resources for digital transition

To respond to the challenge of the switch over to digital, bf-TICE, the support for the teaching staff of Bruxelles Formation for all issues in the digital area, has established a resource group. The aims of the group are, within each centre, to ascertain the needs in terms of digital tools or technical-teaching practices; to transmit the bf-TICE information so collected to colleagues during team meetings (workshops, technological watch, services etc.) and to transfer good cooperation and interaction practices between peers.



As coordinator of the European **'Skills Week'** for the Brussels Region, Bruxelles Formation, on 8 November, organised a morning Conference-Debate at the Cité des métiers and an afternoon open-house session on internships and training in companies. This event emphasized the importance of professional teaching and training and the transition to employment, through a topic that unites us all: *Tutoring in all its forms.*



'Training must not become a handicap'

A video was produced on the International Day of Persons with Disabilities, 3 December 2018, by Bruxelles Formation and its partners: an occasion for communication and for encouraging persons suffering from disabilities or illness to enrol in vocational education.

OCTOBER

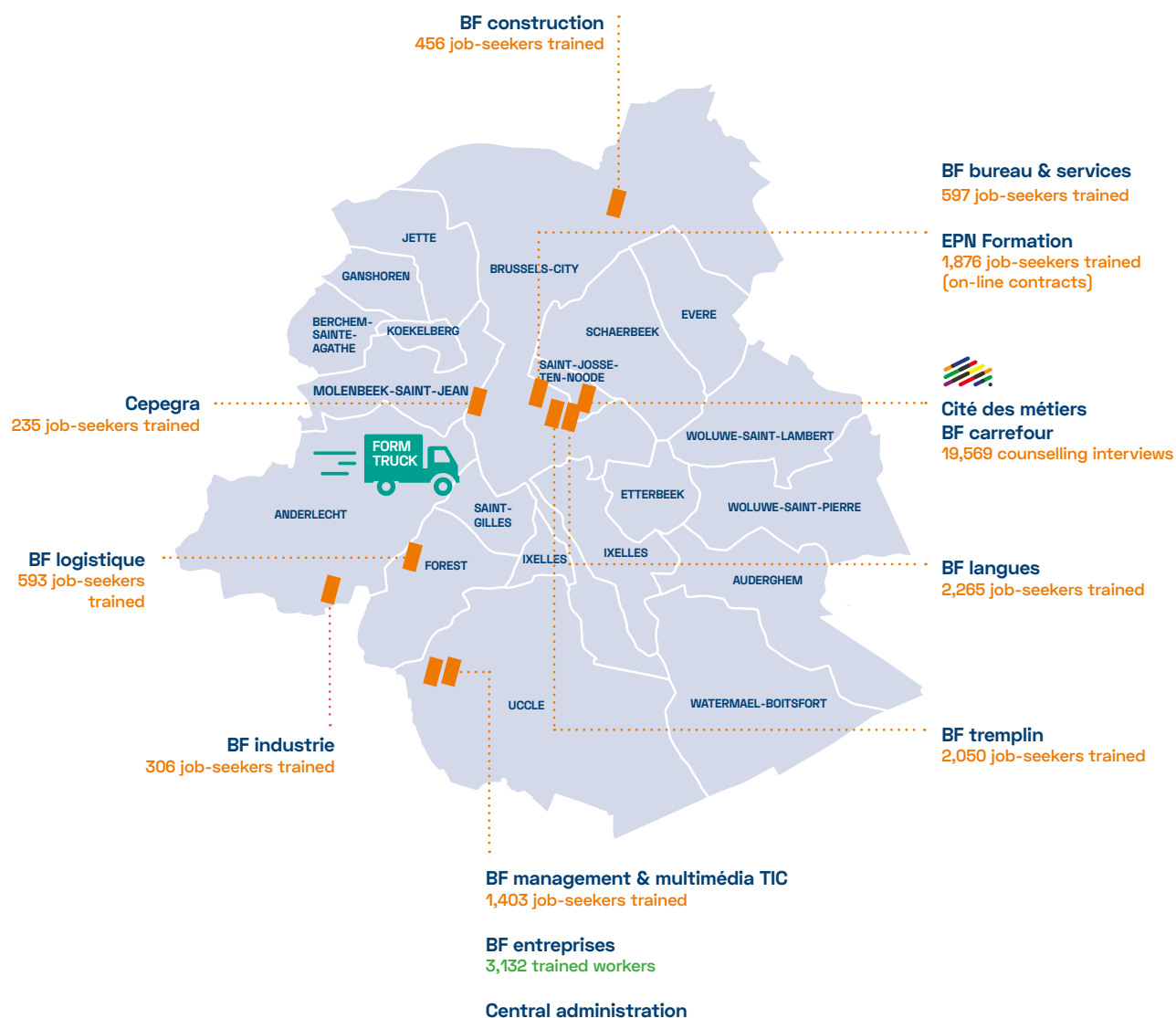
NOVEMBRE

DECEMBER

At the service of the people of Brussels

Enabling jobseekers and workers to become qualified in a trade or profession, to improve their skills in a particular function or change to a different area is one of the principal missions of Bruxelles Formation.

In this way, serving the needs of job-seekers and companies in the Brussels Region, Bruxelles Formation develops its service offer within 9 training-sector centres and a public digital training space.



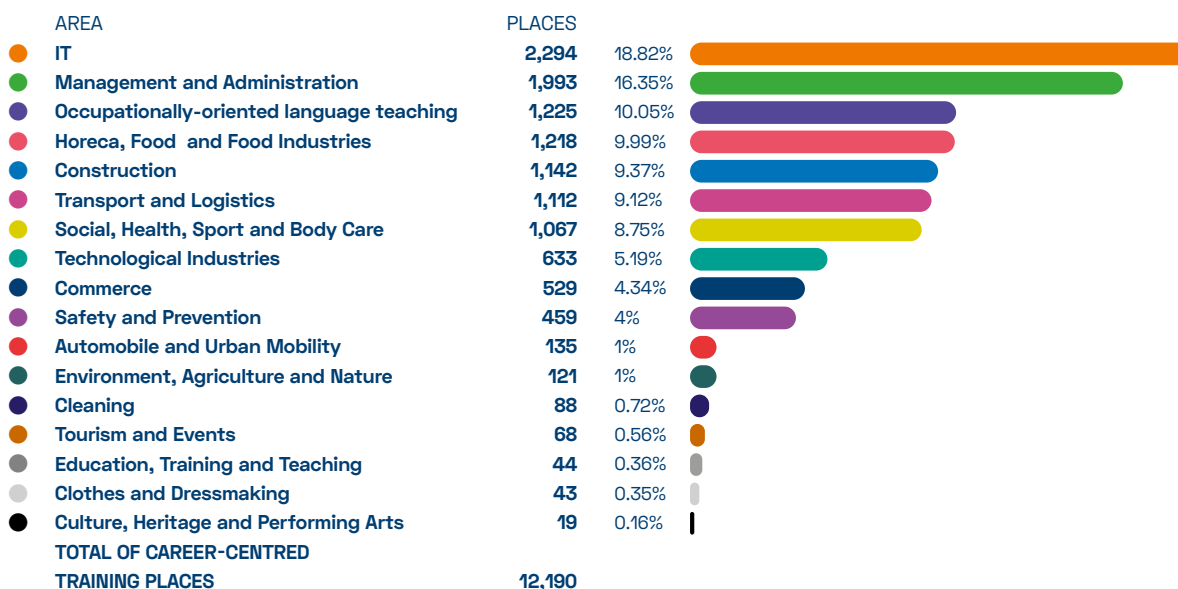
A supply of services adapted to the training area

In endeavouring to meet the needs of job-seekers and those of the economic development of the Brussels Region, on a yearly basis Bruxelles Formation and its partners develop a supply of services adapted to each training area.

2018 was the year which saw the implementation of a preliminary common framework service-supply programme managed by Bruxelles Formation, consisting of a services aimed at 18 priority areas, according to the kind of action. Bruxelles Formation and its partners thus ensure the implementation of a system of career-centred training (acquiring of skills enabling the exercise of a particular occupa-

tion) or transversal training (acquiring of skills facilitating professional insertion not directly linked to a trade).

In 2018, this supply was developed in several priority areas, such as the IT areas, in parallel with the growth of the Espace public de formation (EPNF) [Public Training Space], the service sector with training in Management and Administration and particularly linked to the development of the future Employment Training Centres in the area of Transport and Logistics, the technological industry, ICT, Construction and Horeca (Hotels/Restaurants/Cafés).



Internships and training in companies

Brussels job-seekers have access to a varied service supply of training and internships in companies: Individual Professional Training in a Company (FPIE), the Professional Immersion Agreement (CIP), both managed by Bruxelles Formation, and also "Stage First" managed by Actiris.

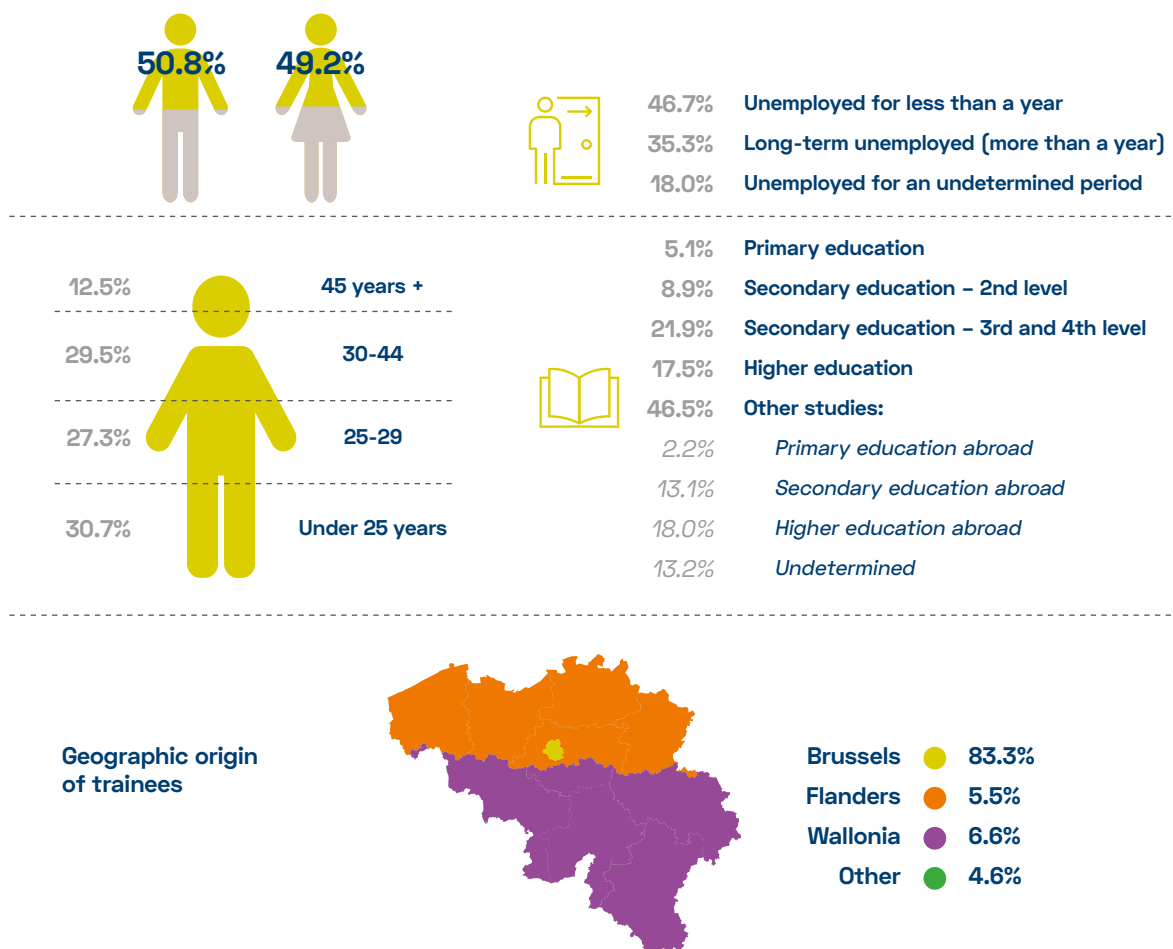
Within Bruxelles Formation, the Company Relations Department manages the supply of internships and training in companies.

FPIE
1,713
individual interns trained

CIP
1,681
individual interns trained

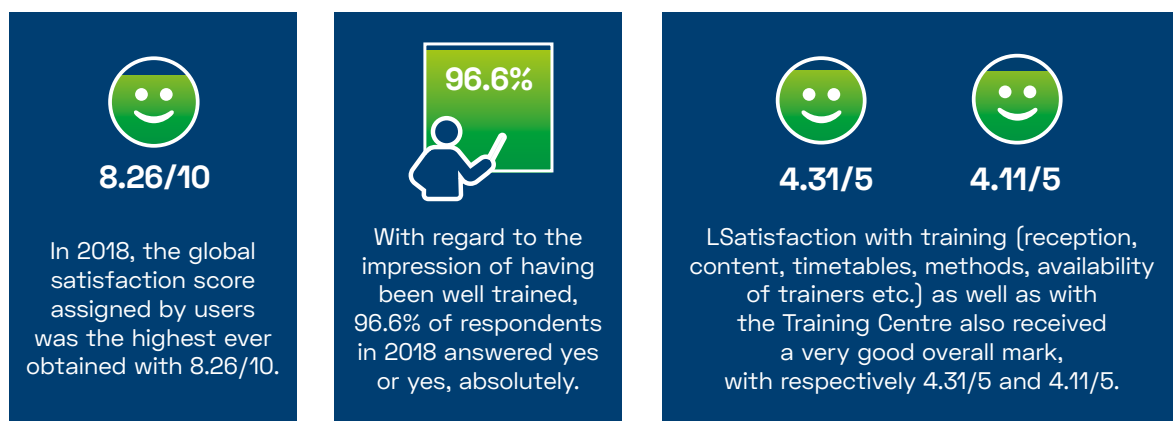
Stage First
1,119
individual interns trained

The customers of Bruxelles Formation: a varied clientele



Satisfied trainees!

Each year, the trainees of Bruxelles Formation can assess the services proposed by their training centre and make suggestions for improvements.



Bruxelles Formation with its partners

One mission, one control room!

Consolidating the mission of director was one of the most important challenges in 2018 for Bruxelles Formation. Since the establishment of the new 'Control Room' department, the principal objective of Bruxelles Formation is reinforcing the supply of

training and skill-validation possibilities in the Brussels Region in order to improve the overall consistency of action plans in Brussels, so ensuring a user-oriented system, whether the user be an intern undergoing training, a partner or an employer.

Integrated employment-training policies



Motivated by a common objective, the insertion of job-seekers into the employment market, Actiris and Bruxelles Formation work together to shorten and ease the flow of training paths for beneficiaries. In 2018, this association took concrete shape

particularly through the development of the site [view.brussels](#) (Brussels Employment and Training Monitoring Centre) and the Cité des métiers, and the establishment of 6 strategic indicators with shared responsibility.

Résultats 2018 des partenaires de Bruxelles Formation

Socio-professional Insertion Bodies

53

new projects were developed in 2018, of which 25 in the framework of innovative training and 28 intended for the under 25s. These projects are particularly based on the following areas: commerce, environment, social area, new information and communication technologies (NICT), administration, tourism, performing arts, techniques /industries, construction, sales, logistics, health, agri-food, horeca (hotel/restaurant/café)

4,377
persons trained

Teaching for Social Advancement

Specifically for this partnership, the year 2018 was marked by the development of the Prison Plan and the consolidation of the training of prisoners, with around 400 people trained (provisional figures) in the following areas: lessons in cooking, management, languages and aesthetics.

638
persons trained
(outside Prison Plan)

Partnership for the benefit of persons with disabilities

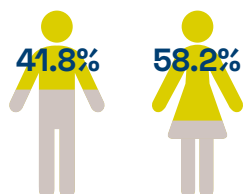
Bruxelles Formation participates actively in the development of the Handistreaming action plan, implemented in 2018. The consolidation of training for persons with disabilities led to the training of 130 people in 2018.

130
persons trained

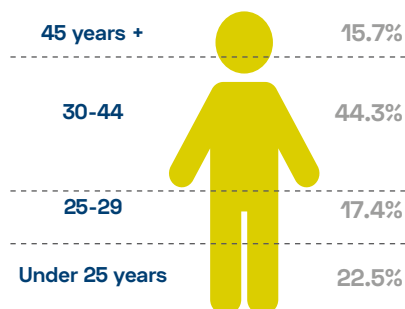


The Cité des métiers

Our partners' customers

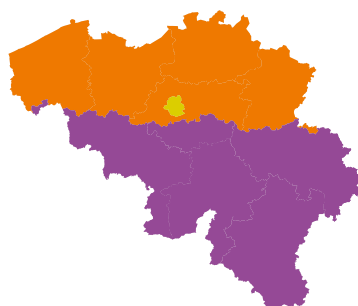


37.3%	Unemployed for less than a year
56.9%	Long-term unemployed (more than a year)
5.8%	Unemployed for an undetermined period



12.3%	Primary education
14.4%	Secondary education – 2nd level
13.8%	Secondary education – 3rd and 4th level
1.9%	Higher education
57.6%	Other studies:
13.0%	Primary education abroad
31.4%	Secondary education abroad
6.6%	Higher education abroad
6.7%	Undetermined

Geographic origin of interns



Brussels	95.2%
Flanders	2.9%
Wallonia	1.8%
Other	0.0%

The Bruxelles Formation Team

More than 500 associates and administrative people work at Bruxelles Formation, all devoted to the training of job-seekers and workers and the proper running of the Institution.



66%

of the staff work on the development of the core business, **training**



516

colleagues
206 women
and **310** men



4.45

days of training
on average
per colleague

Introduction of teleworking

Teleworking started at Bruxelles Formation at the beginning of 2018.

Pursuant to the provisions of the Collège de la Commission [College of the Commission] of the French-speaking Community of Brussels of July 2017, Bruxelles Formation, in conjunction with the staff representatives, adapted the working regulations in order to include the guidelines for this major organisational change and identify an initial list of functions compatible with teleworking.

Various instruments have been put at the disposal of the staff in order to come to grips in the best way possible with this new way of organising work, with the practical consequences of teleworking and the procedures to be followed: guide to teleworking at Bruxelles Formation, useful procedures and forms.

Between “Team Foot” and “BF Runs”, Bruxelles Formation gets back into form

Launched in 2018, BF Runs organises running activities at three levels, from novice to marathon. Each week 3 groups, supervised by 3 coaches, run around the Uccle and BF Industrie sites. It gives us the possibility of running together under the colours of Bruxelles Formation in races such as the 20 km of Brussels, the ECO TRAIL Brussels and Adecco Brussels Ekiden.

Our footballers achieved a very meritorious 4th place in the closing tournament organised by Actiris.



Staff party
January 2018

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