

## **ICONET**

# **Transfer Requirement Profile Anforderungsprofil für den Transfer**

**Portuguese Partner**



Consultadoria, Formação e  
Investigação, PT

## Guidelines for Localization of the ICOVET Approach

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### Academus / PT

#### 1. Describe the current situation

- What is the main reason for using the tool? What is the special occasion? Which problem should be solved by the use of the tool? Which special circumstances make the use of the tool necessary?  
The main reason for using the tool is to identify non-formal competences that the immigrants have in order them finding a job or acknowledge or perceive which are their skills and abilities to have a better integration in society and labour market.

#### 2. Description of the field of application

- In which field and for which target group should ICOVET be adapted?
- In which field of the educational or support system should ICOVET be applied? E.g. School, vocational training, rehabilitation?
- How is this special field positioned within the system of educational or support system?

The ICOVET should be adapted to organisations/associations that work or give support to immigrants. And these should be linked to the New Opportunity Centres (these centres make the Recognition, Validation and certification of Competence's acquired through is working life). These Centres already have a process to recognise in the non-formal competences in formal giving to the persons a formal certification after them accomplishing and finishing the process.

#### 3. Description of the target group

For which target group the ICOVET approach should be adapted?

Description of

- the level of education
- characteristic circumstances
- social situation
- characteristics of the member of target group in details
- How are the young people integrated in the social support network?
- How do the different social workers, educational consultants communicate?

Our target group is immigrants, who want to integrate in the society and in the labour market, namely to find a job or a new or even improve their competences and skills.

#### 4. Description of the users

- Who exactly is supposed to use the tool?
- Who could profit from the use of the tool as a support in guiding young people?
- How are the users educated?
- Which experiences have they already in the field of psychosocial guidance?
- Are the users volunteers or are they professionals?
- What are the typical objectives of their work with young people?
- How often do they have contact with the young people and in which setting (groups or single)?
- Reachability of the user by the staff of the project?
- Which institution is responsible, who is the boss?

To be accurate regarding the users, in a previous stage, the researcher will demonstrate close to possible users: technicians, teachers, trainers people who work directly in the field with immigrants and it could be even volunteer workers of associations and organizations.

One of institution which is collaborating/working with us, it has a Support Centre to immigrants, they work in a daily basis with them. So, the staff involved with immigrants will be reached by this instrument. And they showed much interest when we introduced it to them. They considered a good instrument that could help the immigrants to identify their competences.

#### 5. Objectives of ICOVET

- Which aims should be reached by the ICOVET approach?  
If we apply the ICOVET approach to our target group, the aims that could be reached are:
  - helping the immigrants to identify the abilities/skills they have acquired through their background, their life and daily experiences;
  - helping the migrants to make visible their non-formal competences in order them to recognise the skills and abilities they possess to face the labour market in to be in equal terms with the other citizens;
  - helping the employers recognise through the CVs the real skills and abilities which can not be proved through formal certificates;
  - helping the people (technicians, teachers, trainers among others), who work and support migrants to acknowledge the competences, skills and abilities of them.

- How are the objectives of the tool going to be evaluated?

The tool objectives, in our opinion, should be evaluated after sometime of being applied to the target group in question. Close by the institutions/entities that are collaborating with us, we will try to

gather the informations about the immigrants that made the ICOVET tool. The evaluation will be the analysis of the consequences and effects of the tool in the immigrants' life.

## 6. Description of the tool in detail

- Which areas of activities of the young people are regarded?
- Are there any particular competences looked at with high priority?  
In the case of immigrants, we will look more closely the social, organisational and technical skills, not neglecting the other skills.
- Should the tool be adapted for the target group? (Pictures, simple language, role play etc.)

In our case, it should suffer some adaptations due culture and language issues, it will be possible that when we apply the instrument to immigrants to keep up with some examples, explanations or even pictures due the issue of different cultural and social perceptions of immigrants.

- Is there an outline and a schedule for the realisation of the procedure (preparation, processing, follow-up)?
- Number of staff needed

Probably two people.

- Describe the necessary setting, spaces and materials  
A classroom or a room (with the middle size); camera (video and pictures); papers and pens
- What is the concrete result of the approach?
- Documentation: Whom does the documentation create? In which way (handwritten, printed file etc...) and how will it be processed?
- How are discretion and confidence assured?

The application of tool will be individualized, because each immigrant has a particular story of life and he/she could be constrained in talking in front of others. We have to commit in maintain the process confidentially in order to encourage them to participate in the interview.

- How will the results be used for the further activities? How will the result be used by other supporters or at the interface between different support system?
- Could the ICOVET tool be used additional to a procedure of guiding young people, which is already performed? Is there an optimal point of time when the tool should be used?

Yes, it could be, but as we already mentioned that we have a similar system in Portugal that gives a formal certification for those people (adults), that did not finished or complete the basic and secondary education, which is the Recognition, validation and certification of competences, which is made in the New Opportunity Centres (CNO). However the majority of migrants do not have any type of formal certification, when they contacted these centres. To make the enrolment in these Centres nothing is requested, however to obtain a qualification degree, the person

has to introduce a certification of the qualification level where is stopped in the formal education. Without this certification or document, the Centres can not make the recognition, validation and certification of non-formal competences.

The optimal point to apply this instrument should be before the migrants look for the CNO's. This will be use as self-evaluation instrument to prepare them to CNOs or could be used also to identify the non-formal competences that immigrants have.

## 7. Transfer

- Which requirements for the dissemination in similar fields of work can be seen according to this analyses?

For disseminating in similar fields, we will to show the instrument and its outcomes close to the immigrants and even in the institutions/entities that work with this target-group.