

VAE, from prior experience to professional qualification

Mid-term meeting Agenda CPDE, Cordoba 28 & 29 October 2010

Status of the project: Activities performed regarding the objectives and the work plan set up for the 1st project period.

- ✓ Planned activities performed: see Excel Sheet attached
- ✓ Further information:

CJD

- CJD has 6 applicants working in home economics sector (see diaporama on the wiki).
- Has set up and tested a questionnaire to interview the applicants, due to the low writing skills level of the applicants. This way of gathering information about the applicants' activities and skills is efficient. The questionnaire is adapted from the French dossier "booklet 2".
- Next steps: selection of new applicants, setting up a summary of personal skills for each of them, evaluation by comparison with the reference grid.
- Benefits: for the CJD (networking and creating tools); for the applicants (self appreciation increased, valorisation of their own activities)
- Outlook: further interviews, delivery of certificates planned for January 2011

HeurekaNet

- Made up a file including description of steps performed, minutes of meetings, tools.
- Have two target groups: women aged 30-50, with prior experience in personal care, unemployed or threatened by unemployment, or unskilled in elderly care.
- Tools and methods were chosen out of a range of documents from different countries (France, Switzerland and Netherlands)
- 12 Applicants out of targeted group of 45 people are attending the formal training for elderly care. In the meantime, they are willing to write down an APEL file. 8 coaches for applicants are students in social work.

- The results of the process will be evaluated as a research project.

Next steps: the project will be presented to 60 employers. 10 more candidates are expected to take part in the project.

CPDE

According to a new regulation in Spain, a qualification is required for people working in personal care at home.

There are two qualifications: one for people working at home, and one for people working in institutions. 2 lists of activities have been set up and have been compared.

About 1000 employees of social enterprises work without qualification.

40 applicants are

BZDZ

The target group is people working in personal care at home. BZDZ has a strong cooperation with 2 major companies involved in the personal at home. As they are already skilled the personal working in institutions are not targeted by the project.

Meetings for presenting the project are planned.

According to the activities planned in the project, 100 candidates for the APEL process are to be met in November and the questionnaire is in progress. 20 applicants will be helped for filling out their questionnaire. BZDZ has to cope with 2 difficulties: lot of people working in the field of personal care at home out of a legal frame; there is no national qualification for this job.

- Round table discussion

Project management:

Instructions concerning the interim report were given:

We must demonstrate that we have implemented some activities and we must ensure that we have some results.

When we implement the APEL process, we have to keep in mind that the activities of the applicants should be referred to the EQF.

Documents put on the wiki collaborative space work are to be translated in English (Extract).

Each partner should write down a short description of the certification context in its country and have it validated by the local partners.

- Quality control (Expected outcomes)

Marie-Françoise BRUNEAU in charge of the quality control of APEL implementation process presented the expected outcomes in compliance with the quality specifications. See the quality specification grid on the wiki).

- The collaborative workspace *clearwiki* :
 - What use is made of it now?
 - Sitemap to be reviewed?

- Details to be implemented in order to enrich the contents and facilitate the share of resources and information.
- Role of a moderator.

It is important to see how the wiki works in terms of information exchanges among the partners. It was decided to reorganise the sitemap in order to complete and enrich the contents and facilitate the sharing of resources and information.

As leader of the WP 5, Heureka.net suggested to add new pages enabling the partners to store resources and documents.

For more readability, all the resources and documentation must be translated into English. Otherwise no dissemination is possible. It is also highly important to properly name the documentation.

- Review of the work packages (Specifications to be set up for WP 8 & 9)

It's recommended to use the dissemination guidance note set up by Leonardo UK national agency.

For reporting reasons, a database of targeted audience is available; all items should be completed with all requested information.

Several dissemination events are planned:

CJD: Dissemination within CJD network, meeting organised in Strasbourg, participation in the Upper-Rhine area conference in Basel.

Heureka.net: Design of dissemination (information handout) and website:

www.competences.info/ibak

CPDE: Meetings with local authorities and local partners (Trade unions, employers, Leaflets have been designed for the dissemination.

BZDZ: Presentation of the project to the stakeholders.

BZDZ will propose a template for all the project documents.

For communication purposes, BZDZ will provide us with a draft for a 3 parts leaflet. After validation by all the partners, the leaflet will be printed in Bydgoszcz.

- Administrative and financial issues, interim report.

Financial information and documents have to be sent to GIP FCIP Alsace by 15 November 2010.

2 forms have to be filled out: a report form and financial reporting chart.

All the related documents are to be duly signed and sent by mail post.

Explanations were given concerning different expenses according to the eligibility rules.

The partners were reminded that they have to precise their own financial contribution to the project budget.

Conclusions, deadlines and next meeting

An intermediate meeting only technical to be held in Cordoba on the 13th of May 2011 was proposed.

The official final meeting will be organised in Bydgoszcz between the 5th and 9th September 2011.