

Individualized Training in Acquiring New Skills and Raising Employment Competences

UK/11/LLP-LdV/TOI-425

<http://www.adam-europe.eu/adam/project/view.htm?prj=8417>

Project Information

Title: Individualized Training in Acquiring New Skills and Raising Employment Competences

Project Number: UK/11/LLP-LdV/TOI-425

Year: 2011

Project Type: Transfer of Innovation

Status: granted

Country: UK-United Kingdom

Marketing Text: The main aim of the project is to provide integrated support tailored for the most disadvantaged groups of unemployed in the context of global economic crisis (in particular unemployed <25; >45, migrants, their children, people in facing socioeconomic disadvantages) through development of an innovative integrated training tool in order to increase motivation and self-awareness, create incentives for acquiring the new skills demanded on the labour market, improve job competencies and thus promote efficient reintegration of jobseekers into employment.

Summary: Reason for the project: The global economy is in the midst of the worst financial and economic crisis of the past 50 years, leaving millions of unemployed people. Most affected by the consequences of the crisis remain the already disadvantaged groups – young people, older workers, migrants (migrants families), who face complex difficulties in their inclusion in training and reintegration to labour market. Their problems are linked with lack of self-confidence and persistence, lack of suitable job competencies, skills not matching labour market needs. There is a need for a more holistic, individualized and flexible approach in training addressing these complex problems of jobseekers in order to promote more successful inclusion in the labour market.

The main aim of the project is to provide integrated support tailored for the most disadvantaged groups of unemployed in the context of global economic crisis (in particular unemployed <25; >45, migrants, their children, people in facing socioeconomic disadvantages) through development of an innovative integrated training tool in order to increase motivation and self-awareness, create incentives for acquiring the new skills demanded on the labour market, improve job competencies and thus promote efficient reintegration of jobseekers into employment.

INSIGHT will be developed in close cooperation of 7 partners from 7 countries. The partnership includes the project promoter - EuroPA (UK); the initial project initiator and current coordinator - ECQ Ltd. (Bulgaria); a local development and training association - IEBA (Portugal); a university specialised in designing training courses - ISEP (France); a university specialised in practical training and motivation - VIKO (Lithuania); a foundation working with unemployed and uneducated people - MSS (Iceland) and a professional organization for guidance and events management - HTI Kft. (Hungary).

As a result of project implementation the INSIGHT innovative tool will be developed comprising: a Handbook for Unemployed, a Guide for Trainers of unemployed and Interactive software. The INSIGHT tool will be elaborated as an integrated solution, combining the process of counseling, training and job-seeking in a single approach incorporating presence learning with selected features of e-learning. The intangible outcomes of the project incorporate: raising self-awareness of disadvantaged groups of unemployed, increasing their motivation and creating incentives for acquiring new skills, enhancing their job-finding capacities and facilitating better interaction between unemployed and social workers.

The impact of the project is closely related to the features of the INSIGHT tool as a "medium" for the target groups to transfer their skills and competencies into the new jobs on the labour market. It will reduce the gap between individual skills and skills required by the labour market, contribute to better integration into employment and commitment to lifelong learning.

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Description: The activities under the project have been executed in accordance with the preliminary developed work programme. Until the present moment three project meetings have taken place – in Bulgaria (November 2011), in Lithuania (April 2012) and in Portugal (October 2012). All partners were presented and contributed to the project meetings. Between the meetings there has been lively communication between the partners through e-mails, skype and telephone. The two major activities that have taken place in the first year of the project include analysis and on the new skills needed and development of the pilot version of the innovative tool. For the conduction of the needs analysis focus groups were organized. VIKO has developed the methodology for conduction of the focus group sessions in each of the partner countries. All partners have been responsible to conduct focus group session or individual interviews with stakeholders from the assigned sectors namely Business, Administration and Social work in their countries. The most demanded skills and competencies were defined. Information was gathered from labour offices, social and economic partners, training centers, centers for young unemployed people. Content analysis technique was used in analyzing the answers obtained in the interviews. Contents were categorized accordingly to its similarity and each content category was associated to a type of competence: professional, personal, and linguistic or ICT (information communication technologies). All findings were presented at the second project meeting. The second main activity during this period was focused on the adaptation and further development of the INSIGHT handbook and manual, upgrade and development of INSIGHT products by adding additional chapters and reviewing the previous ones. The development of the pilot version of the innovative tool was led by IEBA. On a template provided by IEBA all partners had to provide their short country reports (up to 10 pages), including overview of the legal background in their countries and a review on the JobTool handbook. IEBA has summarized the inputs received from partners in a table and discussed it with all partners in the 3rd partnership meeting, where all partners provided comments in order to reach the pilot version of the innovative tool. ECQ has worked on the visual identity of the project including logo, web site, leaflets, presentations, while ISEP has designed and programmed the project website. Határtalanul Iroda Kft. has drafted the Dissemination Strategy and Plan for the project and was finalized with the cooperation and evaluation of ECQ. Partners promoted the INSIGHT project on their organizations' websites, also disseminated information about project aims and future outcomes on the international meetings for other projects, and project leaflets were printed and disseminated on different events.

As for the internal quality assurance partners have cooperated as much as possible with the work package leader, providing all the requested information, in order to allow timely monitoring and assessing of project progress and results quality.

The main task ahead of the partners is the preparation of the pilot testing and conducting the pilot tests of the developed INSIGHT Kit, by organizing and assessing a training course involving unemployed people. It is very important to collect feed-back and all possible improvement suggestion in order to prepare the refinement and finalization of this tool. For the proper conduction of the pilot tests all materials at present available only in English (Handbook for Unemployed and the Guide for Trainers of Unemployed) will be translated into the national languages of the partners. The translation of the materials will be done in parallel with the identifying of suitable representatives of the target groups who to take part in the pilot testing. A very detailed planning of the pilot testing phase has been done already. The methodology to be used has been discussed within the partnership and within the individual organizations. All pilot seminars and evaluation workshops will be conducted simultaneously in the partner countries. The findings of the pilot implementation and the evaluation workshop will be summarized for finalization of the INSIGHT materials in April 2013 in national reports summarizing the main suggestions for improvement. Two types of reports will be requested from each partner conducting the piloting: qualitative report based on the organization's observations and user evaluation report based on a detailed questionnaire. As a result of this phase a comprehensive list of all necessary improvements will be made in order to finalize the INSIGHT products. The website will be updated and all training materials as well as interactive software with interactive practical exercises,

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interactive tools for self-assessment and a forum will be finalized. Along with the testing, a dissemination campaign will be implemented, in order to provide visibility to the project and its results. Partners will concentrate on more intensive dissemination activity in the second phase of the project as then they will have results available already at hands. As dissemination means partners will use the promotional materials produced by the project and also their some other channels such as their organizations' web pages or Facebook pages, Newsletters, Mailing lists, etc. in order to increase the visibility among target groups: unemployed, trainers and other stakeholders. Each Partner will organise a promotional campaign in its country including a conference and dissemination of the project outcomes. EuroPA will organise the final event under the project dissemination – a Valorisation conference in the United Kingdom. All Partners will attend to this conference and the project final outcomes the INSIGHT training materials, the web site, Guides and DVD will be presented to the general public.

Themes: *** Utilization and distribution of results

- *** Labor market
- *** Quality
- *** Sustainability
- *** ICT
- *** Others
- *** Lifelong learning
- *** Higher education
- *** Social dialog
- *** Open and distance learning
- *** Vocational guidance
- *** Enterprise, SME
- *** Ecology
- *** Access for disadvantaged
- *** Equal opportunities
- *** Continuous training
- *** Initial training
- ** Intercultural learning
- ** Recognition, transparency, certification

Sectors: *** Administrative and Support Service Activities

- *** Human Health and Social Work Activities
- *** Other Service Activities
- *** Education
- ** Public Administration and Defence; Compulsory Social Security
- ** Information and Communication

Product Types: distribution methods

- audio or video cassettes
- CD-ROM
- DVD
- evaluation methods
- material for open learning
- modules
- open and distance learning
- program or curricula
- teaching material
- website
- description of new occupation profiles

Product information: As a result of project implementation the INSIGHT innovative tool will be developed comprising: a Handbook for Unemployed, a Guide for Trainers of unemployed and Interactive software. The INSIGHT tool will be elaborated as an integrated solution, combining the process of counseling, training and job-seeking in a single approach incorporating presence learning with selected features of e-learning. The intangible outcomes of the project incorporate: raising self-awareness of disadvantaged groups of unemployed, increasing their motivation and creating incentives for acquiring new skills, enhancing their job-finding capacities and facilitating better interaction

Project Information

between unemployed and social workers.

Project homepage: <http://www.insight-training.eu/>

Project Contractor

Name: EuroPartnership Agency Ltd.
City: Plymouth
Country/Region: Devon
Country: UK-United Kingdom
Organization Type: initial training
Homepage: <http://www.europartnershipagency.com>

Contact Person

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Coordinator

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Partner

Partner 1

Name: Centre for Lifelong Learning in Sudurnes
City: Reykjanesbær
Country/Region: Ísland
Country: IS-Iceland
Organization Type: association/non-governmental organisation
Homepage: <http://www.mss.is>

Partner 2

Name: Határtalanul Iroda Szolgáltató és Kereskedelmi Korlátolt Feleltség Társaság
City: Budapest
Country/Region: Közép-Magyarország
Country: HU-Hungary
Organization Type: SME - small and medium-sized enterprise (up to 250 employees)
Homepage: <http://www.hataroknelkul.hu>

Partner 3

Name: European Center for Quality Ltd.
City: Sofia
Country/Region: Sofia Stolitsa
Country: BG-Bulgaria
Organization Type: SME - small and medium-sized enterprise (up to 250 employees)
Homepage: <http://www.ecq-bg.com>

Partner 4

Name: IEBA Centro de Iniciativas Empresariais e Sociais
City: Mortágua
Country/Region: Centro (P)
Country: PT-Portugal
Organization Type: association/non-governmental organisation
Homepage: <http://www.ieba.org.pt>

Partner

Partner 5

Name: Institut Supérieur d'Electronique de Paris (I.S.E.P)
City: Paris
Country/Region: Ile De France
Country: FR-France
Organization Type: university/Fachhochschule/academy
Homepage: <http://www.isep.fr>

Partner 6

Name: Vilniaus kolegija/ University of Applied Sciences
City: Vilnius
Country/Region: Lietuva
Country: LT-Lithuania
Organization Type: university/Fachhochschule/academy
Homepage: <http://www.viko.lt>

Products

- 1 Elaborated Agenda and Questionnaires for the focus groups
- 2 Proceeding from the Focus Groups
- 3 Report on New skills needs and Job profiles in Services sectors
- 4 A Paper outlining 10 most demanded skills in services sectors
- 5 A Report on Innovative Content Development and Adaptation
- 6 Didactic Methodology
- 7 Project website
- 8 Project Leaflet

Product 'Elaborated Agenda and Questionnaires for the focus groups'

Title: Elaborated Agenda and Questionnaires for the focus groups

Product Type: evaluation methods

Marketing Text: Questionnaires for the focus groups

Description: The elaborated methodology and questionnaires for the conduction of focus groups were unified for the whole consortium in order to obtain comparable results. This result was of great importance for the adaptation of the INSIGHT toolkit.

Target group: Participants in the focus groups, stakeholders, e.g. reaserch organisations, social and economic partners, enterprises, labour offices, HR specialists, public authorities.

Result: Questionnaires for the focus groups

Area of application: All Partners

Homepage: <http://www.insight-training.eu/>

Product Languages: Icelandic
Portuguese
French
Hungarian
Bulgarian
English

Product 'Proceeding from the Focus Groups'

Title: Proceeding from the Focus Groups

Product Type: others

Marketing Text: Proceedings from the focus groups

Description: The proceedings from the focus groups were the key result from WP2, as from there were taken the top 10 competences as well as some important modifications that had to be made to the INSIGHT Manuals for jobseekers and labour officers.

Target group: Project Partners

Result: 10 top competences were identify in project sectors: Sectors Social work, Administration and Business services

Area of application: All Partners

Homepage: <http://www.insight-training.eu/>

Product Languages: Bulgarian
Hungarian
Icelandic
English
French
Portuguese
Lithuanian

Product 'Report on New skills needs and Job profiles in Services sectors'

Title: Report on New skills needs and Job profiles in Services sectors

Product Type: others

Marketing Text: Summary report of the results obtained in all partner countries conducted within WP2. The conclusions from this report were directly used in the development of the INSIGHT manuals for unemployed and labour officers.

Description:

Target group: Unemployed people, people working with unemployed, education institutions, HR companies, private companies, associations

Result: Report on New skills needs and Job profiles in Services sectors

Area of application: The conclusions from this report were directly used in the development of the INSIGHT manuals for unemployed and labour officers

Homepage: <http://www.insight-training.eu/>

Product Languages: Portuguese
Lithuanian
Icelandic
Hungarian
French
English
Bulgarian

Product 'A Paper outlining 10 most demanded skills in services sectors'

Title: A Paper outlining 10 most demanded skills in services sectors

Product Type: others

Marketing Text: The competences outlined in this document were directly used in order to link the skills and competences already encompassed in the JobTool handbook, improve them and add the missing skills and competences in the INSIGHT toolkit. Through this document and the research results from WP 2, it was granted that the INSIGHT manuals will correspond to the real needs of the targeted groups.

Description: A Paper outlining 10 most demanded skills in services sectors

Target group: Unemployed people, people working with unemployed, education institutions, HR companies, private companies, associations

Result: The report contains top 10 employment competences: holistic approach from the researches implemented in Lithuania, Bulgaria, Hungary, Iceland, France, United Kingdom, Portugal

Area of application: jobseekers, training centres, HR agencies, social and economic partners

Homepage: <http://www.insight-training.eu/>

Product Languages: English

Product 'A Report on Innovative Content Development and Adaptation'

Title: A Report on Innovative Content Development and Adaptation

Product Type: others

Marketing Text: The Report on Innovative Content Development and Adaptation was necessary in order to analyze the contents existing in JobTool and to decide whether to maintain everything, change by reducing or enlarging, or make some other change. After the review of JobTool contents each partner had to justify his choice for editing.

Description: The report contains individual overview of each partner of all contents of JobTool, including: 1. Didactical Methodology, 2. Manual for Trainers, with 9 training modules contents; 3. Exercises; 4. Virtual interview questions.

Target group: project partners, Unemployed people, people working with unemployed, education institutions, HR companies, private companies, associations

Result: A Report on Innovative Content Development and Adaptation

Area of application: project partners

Homepage:

Product Languages: English

Product 'Didactic Methodology'

Title: Didactic Methodology

Product Type: others

Marketing Text: This is one of the major products of the project it is of great importance for the proper understanding of the goals and approach of INSIGHT. The Didactic methodology is meant to facilitate the adaptation and understanding of the guiding principles of INSIGHT for the particular needs of the final users.

Description: Didactic Methodology contains description of the general concept of the INSIGHT project, describes the target groups for whom the INSIGHT products were developed, makes an overview of the approaches used and is the link toward the e-learning elements.

Target group: project partners, Unemployed people, people working with unemployed, education institutions, HR companies, private companies, associations

Result: Didactic Methodology

Area of application:

Homepage: <http://www.insight-training.eu/>

Product Languages: English

Product 'Project website'

Title: Project website

Product Type: website

Marketing Text:

Description:

Target group: Unemployed people, people working with unemployed, education institutions, HR companies, private companies, associations

Result: website

Area of application: project partners

Homepage: <http://www.insight-training.eu/>

Product Languages: Bulgarian
English
French
Hungarian
Icelandic
Lithuanian

Product 'Project Leaflet'

Title: Project Leaflet

Product Type: others

Marketing Text: Project information leaflet

Description: Distribution of leaflets among project target groups and stakeholders and other interested parties

Target group: Unemployed people, people working with unemployed, education institutions, HR companies, private companies, associations

Result:

Area of application:

Homepage: <http://www.insight-training.eu/>

Product Languages: Lithuanian
Icelandic
Hungarian
French
English
Bulgarian

Events

Workshop / Training course

Date 01.01.2013

Description Training course for testing of the INSIGHT kit pilot version

Target audience unemployed, in particular: <25; >45, migrants/migrants children, people facing different socioeconomic disadvantages; trainers of unemployed; research organizations, social and economic partners, enterprises, labour offices, HR specialists, representatives of public authorities in the sphere of labour offices

Public Event is open to the public

Contact Information Partners contact details are on: <http://www.insight-training.eu/>

Time and place January 2013 - March 2013

Focus Group Workshop

Date 01.02.2012

Description Focus groups workshop to identify the key competencies required by the employers when hiring

Target audience research organizations, social and economic partners, enterprises, labour offices, HR specialists, representatives of public authorities in the sphere of labour offices

Public Closed event

Contact Information Partners contact details: www.insight-training.eu

Time and place year 2012; each Partner country