



Project partners from Germany, Italy and Poland are institutions which have extensive experience in the implementation of European projects and in creating new documents within vocational education. Cooperation with partners in each country is based on tandem work and complementary labour division.

- Volkshochschule im Landkreis Cham e.V. (VHS Cham), Cham, Germany
- Trainingszentrum für Personalentwicklung (TfP), Regensburg, Germany
- Metodi e Tecnologie Innovative per la Didattica, Politecnico di Milano (METID), Milan, Italy
- Forum Inicjatyw Rozwojowych (FIR), Białystok, Poland
- Narodowe Forum Doradztwa Kariery (NFDK), Warszawa, Poland
- Éupolis Lombardia (Eupolis), Milan, Italy

Associated project partners:

- Centro Europeo di Formazione per gli Affari Sociali e la Sanita Pubblica (CEFASS), Milan, Italy
- Heysel Stiftung, Regensburg, Germany

Detailed characteristics of partners:



VHS Cham - an adult educational and vocational centre in the region of Cham, it is an organization which prepares vocational courses and provides advice in areas such as: social life, professional work, languages, health and culture. VHS Cham also deals with specialized courses (second-chance schools and literacy programs). Much of the action is addressed to young people, the unemployed, including long-term unemployed and those people who want to change professional qualifications. VHS provides advice and expertise, as well as vocational training, which allows for adjusting qualifications to the new labour market. VHS Cham is the coordinator of the project. It is a registered, non-profit association in Upper Palatinate with a total number of 47 full-time administrative, teaching and training employees plus about 250 freelancers.

www.vhs-cham.de



METID (Metodi e Tecnologie Innovative per la Didattica) it is a Polytechnic Center in Milan, which was created to support the development of teachers interested in teaching with the use of computer, multimedia and telecommunications technology. Through the long-term participation in European projects, METID has experience in the development of competences. Today METID is the University Service Area dealing with design, development and delivery of e-learning services, both at a national and international level, it offers video services support to events, organizes training services on the issues of e-learning, Web 2.0 tools and multimedia production techniques.

www.metid.polimi.it



FIR (DIF - Development Initiatives Forum) is an institution engaged in a wide range of activities initiating, supporting and implementing initiatives addressed to rural communities and inhabitants of region. The objective of DIF is to raise awareness and knowledge about civil society and to promote the social-economical sustainable development in the area of human resources. DIF is involved in projects counteracting unemployment, fighting discrimination and inequality in the labour market. It also takes part in the development of entrepreneurship. The key elements on which the DIF's position is built are experience and modern structure which enable the management of projects/activities and organisation of a wide range of services present in different locations.

www.fir.org.pl



NFDK - National Forum for Lifelong Guidance is a nationwide organization with a regional structure. Forum is engaged in the development of guidance tools, methodology, and professionalization of counselors' services. The organization has specific experience in the development of tools measuring competencies, skills and professional interests and in the introduction of national qualifications framework, training of teachers and other counselors. Forum is also involved in the acquisition of key skills in vocational education and training.

www.doradztwokariery.pl



Éupolis Lombardia is an institute for research, statistics and training of the Lombardy region which supports the decision making process of the regional council as well as the other institutions connected with socio-economic system. It conducts an innovative integration of research, data analysis and training.

www.eupolis.regione.lombardia.it



Trainingszentrum für Personalentwicklung (TfP) (Training Centre for Staff Development) conducts research and development projects for methodology and instruments in the field of counseling. All TfP counseling analysis are developed by renowned professionals and scientists working in these fields. TfP works in close cooperation with international and specialist organizations.

www.tfp-regensburg.de



RECOGNITION AND VALIDATION OF NON-FORMAL AND INFORMAL COMPETENCIES
IN THE CONTEXT OF NATIONAL QUALIFICATION FRAMEWORKS



Project “Recognition and validation of non-formal and informal competencies in the context of National Qualification Frameworks”.



The KODE-NQF project has been founded with support from the European Commission.
This publication reflects the views only of the author, and the Commission can not be held responsible for any use which may be made of the information contained therein.
Project number DE/11/LLP-LdV/TOI/147 413

Work migration is a process which essentially influences the face of today's Europe. More and more people take advantage of the possibility of working abroad, because they are looking for job satisfaction, better living standards and/or financial stability. In this context, the project "Recognition and validation of non-formal and informal competencies in the context of National Qualification Frameworks – KODE-NQF" is directed at the labour market and vocational training needs.

What kind of competencies - acquired through non-formal and informal learning - are needed to seek employment opportunities effectively and to find a rewarding job that will meet the needs and expectations of Europeans? Nowadays, this issue does not interest only young people looking for a job after finishing their education, but increasingly it is affecting the whole society.

The current prospect of extending the retirement age leads adults, especially those aged 50+, to continuously increase their professional competences, and even change their place of employment.

The outcome of the project is the development of a manual which will provide coaches, vocational counselors and training specialists with the expertise on the required competencies included in the EQF (European Qualifications Framework) and the NQF (National

Qualification Frameworks) and a means of diagnosis. The project enables the recognition of competences acquired in non-formal and informal way, as well as in a formal way, which result from the vocational training system. This takes into account the cultural and social aspects of life in the countries of the European Union. This method has been adapted to the European Qualifications Framework. It supports the mobility of citizens and promotes the European Union's idea of life-long learning.

KODE is an acronym for the words „Kompetenz-Diagnostik-und-Entwicklung“ (Competency-Diagnosis-and-Development). KODE system means the developed diagnostic, training and consulting system. KODE-NQF is a system tailored to the National Qualifications Framework in the EU. The project is carried out in the partner countries such as Germany, Italy and Poland.



A number of useful tools were developed during the project, including a method based on the Atlas of Competencies. The project is based on a wide range of tools for training, coaching, mentoring, recognition of competences and lifelong learning. The basis of the project is to make use of the Atlas, which covers four competence areas: personal competences, competences to act and decide, methodological and professional competences and competences in the field of social communication. The four areas of competences are compatible with the four pillars of learning (CEDEFOP, 2009) and should become the learning outcomes.

The starting point for the preparation of tools for testing and validation of competences was a choice of four professional profiles related to the health sector: a physiotherapist, a geriatric nurse, a health care manager and a social affairs and health manager responsible for the management of e.g. a division of a social assistance house. Each of them was described in the context of specific professional requirements in Germany, Poland and Italy. On the basis of the study, a set of diagnostic tools was developed for professionals involved in career counseling, as well as recognition and validation of professional competences.

Primary Beneficiaries:

- People who possess developed competencies and skills acquired in a non-formal way who need to confirm these competences in a transparent manner in the European labour market
- Individuals who are mobile in the European labour market
- People active in the labour market, with professional experience, not having formal evidence of professional qualifications

Secondary Beneficiaries:

- People who are looking for new challenges in their current job and / or who wish to achieve new satisfying goals in life
- People entering labour market
- People wishing to start their career in a new profession
- People having low self-esteem because of different types of disability or people at risk of cultural or social exclusion
- People who feel professionally burned out
- People at risk of unemployment
- People who want to undertake an economic activity

Tools developed during the project:

- Modified European Biography
- Narrative Interview with documents confirming formal qualifications (the tool involves focusing on individual abilities and the strength of the client; clients with the help of an advisor can improve their skills and gain knowledge about the possibilities of self-development)
- Work Based Competence Interview - verification interview
- Interview concerning competences specific to each profession (Competence Interview Specific to a Profession) – concerns mainly informal and non-formal competences related to the profession. (Based on 27 competencies identified in the German Qualification Framework) (German NOF)

Furthermore, the manual contains a description of advisory competencies expected in the context of mobility in the European and global labour market (including, among others, key counselors skills, other professionals' competencies working with people from different cultural and geographic regions).

Detailed information about the project can be found at www.kode-project.eu