

DESIGN YOUR FUTURE EMPLOYABILITY

EMPLOY Toolkit: Taster Activity

The EMPLOY Toolkit has developed almost 50 easy to use activities to help students, graduates and jobseekers develop the competences they need to display to be offered employment and to perform well on the job. There are a series of questionnaires, video links, role plays, active games, puzzles, reflections, projects, personal challenges, group or individual activities and ideas for improvement.

TASTER: JUGGLING ACTIVITIES



Many jobs (if not all) now require employees to cover a lot of work/tasks independently and successfully. The capacity to work under pressure is a MUST. One of the games in the Toolkit: JUGGLING ACTIVITIES invites users to participate in a game mirroring modern day life. A series of different sized balls (rugby, tennis, basketball, ping pong, beach ball, golf ...) are introduced into the circle where the participants throw them on to their colleagues. Each ball introduced by the facilitator represents a task or dedication in life such as "emails", "a project", "an urgent presentation", "an unexpected interruption"... The result is a lot of (fun) chaos which stimulates sensations which participants discuss afterwards and think how they could more effectively organize the tasks/balls. How to manage challenging loads and changing circumstances, as well as how to manage physical, emotional responses, is a useful learning point. Further activities develop these skills and attitudes.

The **EMPLOY TOOLKIT** offers three or four activities for the following top competences. Positive Attitude - Problem solving - Communication skills -Working under pressure -Learning - Flexibility -Discipline -Time management -Team working - Responsibility There Are further activities to improve Networking, CV creation and Interview Preparation. All activities come with a profile card and blank portfolio page for users to gather evidence of their competences in these areas in an outstanding portfolio.



Personal Competence Card highly valued in EMPLOY pilots

Now that all EMPLOY pilots have been evaluated, and final improvements have been made, the EMPLOY method is ready to be used in other VET- organizations. It can be found on and downloaded from the website.

The method contains several products. The personal competence card is the starting point for participants. How do you score yourself concerning these - by employers - highly appreciated competences? What do you want or need to improve to get better prospectives for a job? How are you going to do this? And how do you score yourself after working on some of the competences?

The personal competence card can be seen as the starting and final point of the method. Helping you to improve your chances on the job market. Even only the awareness of the competences named on the card, can be a starting point for improvement.

Of great interest is also how others that you 'score' your competences. After the pilots we found that a specific group of jobseekers, has a way of judging to hard on themselves. And yet, in this situation, it can be very important to ask others in your surrounding to fill in your competence card. The fact that others value your competences highly, can help you get stronger on your feet and further improve yourself.

As EMPLOY is ready for further exploitation, the consortium started to put the method in the spotlight. To offer a wide range of VET-teachers from all over the world the possibly to download and use the toolbox of the Employ project, a project link has even been placed on the website of the QUAL4T project. With the QUAL4T project seven European partners aim to provide teachers and trainers good materials to help them with improving quality in education.

As both projects aim to reach the target group teachers and trainers in professional schools and training programs, this offers new exploitation opportunities for the EMPLOY consortium. The website www.qual4t.project.com aims to reach more than 1000 VET-teachers from different countries.



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MAIN OBJECTIVE:

To prepare jobseekers (VET students/the unemployed) to successfully access the world of work through the development of a TOOLKIT of innovative assignments/activities, designed to allow the targets to:

- Strategically plan for the future
- Identify the skills and competences they need
- Practice identified competences and gain experience/confidence •Employ their competences in the job search/new ventures (at home or abroad)
- Create a competence profile/portfolio



Partner meeting in Bilbao and signing of Cooperation Agreement between EMPLOY and Capacity Building for Lifelong Learning Project

Last 2-4 July took place the last Partner meeting of EMPLOY project, at Parque Científico y Tecnológico de Bizkaia. Project partners discussed about the International Pilot Report, publishing of EMPLOY toolkit and the Delivery Guide, EQF and ECVET International Report which are all Project deliverables.

Design Your Future Employability - Employ your energy, skills and creativity to gain employment! The project aims to offer educationalists, employment services and students, graduates and jobseekers with a toolkit of activities which promotes intelligent, engaged and creative acquisition of key non academic or technical competences.

Targets will DESIGN THINK their way to success on the job market, developing the competences demanded by all sectors of industry. The agreement signed foresees the publishing of the Employ Toolkit within CB4LLP document. The toolkit will be available soon under [Downloads section](#).



CB4LLP - COOPERATION AGREEMENT

PARTNERSHIP:



POLITEKNIKA IKASTEGIA
TXORIERRI
S.COOP.

TXORIERRI (Project coordinator), ES



NORTON RADSTOCK COLLEGE, UK



LANDSTEDE GROUP, NL



OPAL GROUP, TR



CSCS, IT

However, they did show some interest in EMPLOY and were interested to be part of the project. The tutors worked hard to motivate the attendees and had a measure of success, with some attendees really finding it good to participate.

The Competence Card was very well received, as were some of the activities. A course assignment was created, relating to opening a Pizza Business; this was designed to link into the EMPLOY activities and culminated in the participants baking pizzas for the course tutors.

The participants who completed the course and received the certificate were very pleased. One person started employment the following Monday, another had an interview the following week.

Employ Project

EMPLOY: Design Your Future Employability

EMPLOY your energy, skills and creativity to gain employment!

If you're a student, graduate, jobseeker, careers advisor, or employment agent we invite YOU to EMPLOY part of your time to follow our project development and download and use any of the results and activities created in the EMPLOY methodology.



International Research Team

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TARGET GROUPS:

1. JOBSEEKERS: Skilled VET Students/ Unemployed/ Students

- Engaged learning
- Creative preparation in key competences
- Access to labour market (home and abroad)

2. VET staff/trainers

- Access competences and innovative methods
- Contact and cooperation with social agencies in employment and careers
- Focus on introduction to transparency and recognition of learning outcomes (ECVET tools/EQF)

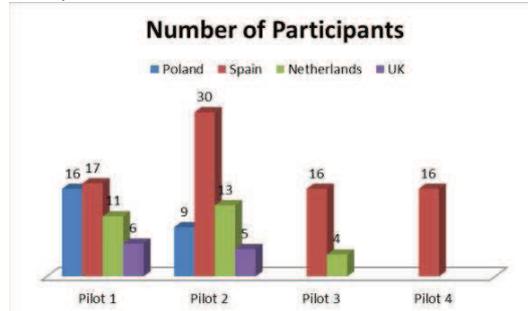


EMPLOY PILOT EXPERIENCE

The EMPLOY pilot is now complete and an International Report is available on the project website www.employ-project.com (National Pilot Reports are also available for those interested in the results). Four pilot studies were carried out in the Netherlands, Poland, Spain and the United Kingdom between Oct 2013 and May 2014.

The pilots of the EMPLOY TOOLKIT have been successful. Users expressed a high degree of satisfaction with the activities and resilience in staying on the course was noted. In the Netherlands, there were varying degrees of success with three different pilot groups testing the activities; the latter a group of students (NEETs – those not in employment, education or training). In Poland, it was tested with two pilot groups, teenagers and adults. In Spain, apart from the main pilot, 3 other colleges participated in partial pilots. In the UK, although the EMPLOY Toolkit was liked, there were several problems, mainly due to the lack of motivation of participants who were not actively seeking employment.

The pilot experience shows that the EMPLOY toolkit and methodology works best with students and those actively preparing for the job market. The second pilot in Poland also indicates that many of the activities work equally well with adults as with student graduates. It is also apparent that many of the activities in the EMPLOY Toolkit are most suitable for those with an education level of EQF 4 and above. Experience with low level educational attainment groups (in the Netherlands and the UK) showed that the activities needed further adaptation if they are to be universally usable.



Most participants have expressed how useful they found the course. Facilitators felt that such preparation is essential for all students and should be a feature of the general curriculum. Facilitators and teachers also felt that the Methodology is very good for helping students to become aware of the competences they need for the world of work and which they lack. It also helps them to be more engaged in their own personal development. It was also noted that for the unemployed and older adults, some pilot activities needed to be adapted in various ways. Based on all available feedback the TOOLKIT has been amended in certain ways.

The final EMPLOY Toolkit and incorporated Quick Guide is available on the project website as from Sept 2014.



EMPLOY Pilot in Netherlands

The EMPLOY pilot in The Netherlands is nearing its end. The pilot started with a kick-off workshop on



CKU Sopot, PL



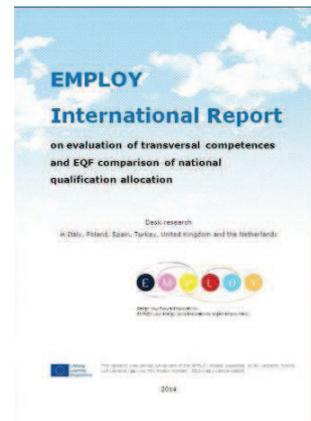
EFVET, BE



EMPLOY International Report

on evaluation of transversal competences and EQF comparison of national qualification allocation

One of the outcomes of the project - WP8 report, is a collaborative desk research of the present assessment of skills and competences and contains findings of the research done in the following countries: Italy, the Netherlands, Poland, Spain, Turkey and the United Kingdom.



Employers consider competences, i.e. positive attitude or communication, as important as technical knowledge, both for their employees and those applying for a job. Assessment of these competences is not an easy task. The report describes shortly the importance of such evaluation and is an attempt made to propose the way to certify transversal competences. It also includes suggestion of ECVET based on allocation of credits to the competences and skills transmitted in the project methodology.



Upcoming Events

22-26/10/2014

We are delighted to invite you to the next 23rd Annual EFVET International Conference which will take place in Porto (Portugal) on 22-26 October 2014. The draft agenda will be available soon!
EFVET team



regional CIBAP VET institute and another from the local unemployment association 'Werkplaats de Lure'. The first reactions were very positive, but the materials still had to be tested!

Two groups tested the products: a teacher with students from the VET- Fuchsia street location and a group of regional coaches with clients in a one to one situation. Due to the different target groups and aims, the chosen activities were different too. Both groups used the personal competence cards, but the use of toolkit activities from the website was quite diverse. In the one to one coaching group, the conversation and dialogue about the toolkit competences was more important as the texts or reflections accompanying some activities were difficult to understand for the clients from lower educational levels. The trainers of the group of full time VET students found in their first evaluation especially the activities on communication, networking, preparation for the job interview and the fact that students need to take responsibility for their own professional growth very usefull and effective.

It was also decided in December 2013 to implement the products in the coaching base for all 100 trainee coaches in Meedoen naar Vermogen in the future. The same training is to be implemented in the teacher-training academy of the Landstede group.

As the evaluation of the pilot just started we are very much looking forward to the feedback from the facilitators and the participants themselves. Based on evaluations the Dutch pilot report will be finalized shortly with recommendations and in this way we hope to optimize the products for further use.



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